Permits
HVAC permit applications are available online. The building code requires that the permit be issued prior to doing the work.

- For those of you familiar with Duluth’s eTRAKIT online permits, you will select permit type WBS GAS FIREPLACE.

- If you have not used eTRAKIT, and you are a contractor call our office at (218) 730-5240 to set up a contractor’s account. If you are a residential owner, you will need to create a public account.

- Some of the information you will need to provide in the online application:
  
  Select the Correct Work Address
  Contact Information
  Work Description
  Value of the Work
  Select if building is a 1 or 2 Family Dwelling, Multi-Family Dwelling (3 units or more), or Commercial
  Appliance Manufacturer
  Model Number
  Whether New or Replacement
  BTUs

- Fees for gas fireplaces are based on a set fee of $127.83.

- Gas piping in conjunction with fireplace installations requires a separate GAS PIPING permit and inspection.

- Electrical work in conjunction with fireplace installations requires a separate ELECTRICAL permit and inspection.

Inspections
A rough-in inspection and final inspection will be required for gas fireplace installations. Call the Inspector listed on your permit for inspections once the permit is issued, and before covering any work.