



Residential Fireplace Permits & Inspections Info Sheet

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) 730-5250 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 \$65.38.
- 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.