



**COMMUNITY DEVELOPMENT DEPARTMENT**  
Permit and Development Center

*Mechanical Inspection*

**APPLICATION FOR MECHANICAL PERMIT M-**

PRINT ALL INFORMATION CLEARLY

Job Address: \_\_\_\_\_

Owner: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

- Except for Permit No., all portions of this form shall be completed by the applicant. Stamped signatures will *not* be accepted.
- Except as provided by law, where mechanical work has been started prior to obtaining a permit, the regular fee therefore shall be doubled.
- A mechanical permit shall expire if work is not commenced within 60 days or if work is abandoned for 120 days.
- It is the responsibility of the permittee to call for all inspections---Phone: 283-4946.
- Permits are nontransferable--all work shall be performed by permittee or his employee.
- No mechanical work shall be concealed or covered until approved by the inspector. Work that is not tagged with an approval shall be considered unapproved. **ALL WORK MUST BE INSPECTED.**
- The permittee is expected to be knowledgeable of the Mechanical Code--any questions should be resolved *prior* to installation.

THE FOLLOWING QUESTIONS MUST BE ANSWERED:

This is a new  existing  structure and is used as \_\_\_\_\_  
If a dwelling, how many units? \_\_\_\_\_ Will this work increase the number of units? \_\_\_\_\_

Will this work include digging or excavation? \_\_\_\_\_

If "YES" use "ONE-CALL" service: 800-292-8989 and add \$5.00 fee on reverse side of application.

The undersigned hereby makes application for a permit to perform mechanical work, as described herein, at the above address, and acknowledges that such work will comply with applicable code provisions.

APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_ IA STATE PUBLIC REGISTRATION # \_\_\_\_\_

COMPANY NAME AND ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

Rev. 1/03

**MECHANICAL PERMIT FEE SCHEDULE**

DESCRIPTION OF WORK	NO.	FEE	TOTAL
FURNACE <input type="checkbox"/> FORCED AIR <input type="checkbox"/> OTHER BTU: _____		\$15.00 each	
HEATER <input type="checkbox"/> FORCED AIR <input type="checkbox"/> OTHER BTU: _____		\$15.00 each	
FIRE DAMPERS		\$10.00 First Chimney \$1.00 each additional	
APPLIANCE VENT		\$10.00 each	
BOILER INSTALLATION <input type="checkbox"/> STEAM <input type="checkbox"/> WATER BTU: _____		\$10.00 each plus \$3.00 per 100,000 Btu/h or fraction thereof	
FUEL BURNING FIREPLACE, STOVE OR SIMILAR APPLIANCE (Does not include chimney or vent)		\$15.00 each	
WATER HEATER (50 gallons or 50,000 Btu maximum)		\$7.50 each	
GAS PIPING 1-4 outlets additional outlets		\$3.00 each \$1.50 each	
COMBINATION HEATING & COOLING UNIT (Combine Btu Ratings) No Units _____ Total Btu _____		\$15.00 each	
COMFORT COOLING UNIT Btu _____		\$15.00 each	
REFRIGERATION UNIT Btu _____		\$15.00 each	
<input type="checkbox"/> REPAIR <input type="checkbox"/> ADD TO <input type="checkbox"/> ALTER ANY HVACR SYSTEM		\$10.00 each	
EVAPORATIVE COOLER -- non portable		\$10.00 each	
HOOD (including duct) <input type="checkbox"/> Type 1 <input type="checkbox"/> Type 2		\$10.00 each	
SEPARATE VENTILATION SYSTEM		\$7.00 each	
AIR HANDLING UNIT & DUCTS		\$5.00 each	
VENTILATION FAN-SINGLE DUCT		\$5.00 each	
"ONE CALL" SERVICE - DIGGING		\$10.00 each	
MISCELLANEOUS WORK not listed above -- per item		\$10.00 each	
<b>NOTE:</b> A SEPARATE PERMIT IS REQUIRED FOR ALL ELECTRICAL WORK			
Sub-Total			\$35.00
Basic Fee (in addition to above fees)			
Investigation Fee			
<b>TOTAL FEE</b>			