

# Mechanical Permit Application: Commercial, Multi-Family & Industrial



Submit to: [epplans@cityofvancouver.us](mailto:epplans@cityofvancouver.us)

Questions? 360-487-7833 | [ePlans](#)

<b>JOB SITE LOCATION</b>		Address:		A <b>maximum of two inspections</b> are provided per permit. Additional inspections will be subject to trip fee assessment.			
<b>CATEGORY OF CONSTRUCTION</b>		<input type="checkbox"/> Commercial		<input type="checkbox"/> Industrial		<input type="checkbox"/> Multifamily	
<b>JOB VALUATION</b> \$		<b>PROJECT NAME</b>					
<b>DESCRIPTION OF SCOPE OF WORK</b>							
<b>EQUIPMENT</b> Complete Mechanical Equipment Installation form (page 2). WSEC Mechanical Forms may be required. <a href="http://waenergycodes.com">http://waenergycodes.com</a>							
<input type="checkbox"/> ALTERATION				<input type="checkbox"/> NEW UNIT			
<input type="checkbox"/> REPLACE UNIT				If adding equipment that <b>weighs more than 400 pounds</b> provide either: Engineering or Original design documents showing that the equipment weights were accounted for in the area of proposed placement.			
Required to <b>weigh less than existing</b> or <b>not increase more than 5%</b> IEBC 707.2							
<b>HEATING &amp; COOLING</b>				<b>OTHER FUEL APPLIANCES</b>			
A/C or heat pump		Duct work		Water heater		Wood/pellet stove	
Furnace <100,000 BTUS		Hydronic hot water system		Gas fireplace		Wood fireplace/insert	
Furnace > 100,000 BTUS		Unit heater		Flue vent water heater or gas fireplace		Chimney/liner/flue/vent	
Gas heat pump		Flue or vent		Log lighter (gas)			
<b>EXHAUST &amp; VENTILATION</b>				<b>FUEL PIPING</b>			
Range hood or kitchen equipment		Single duct exhaust		Fuel Piping: 1-4 outlets			
Clothes dryer exhaust		Attic/crawl space fan		Fuel Piping: 5+ outlets (each)			
<b>ANNUAL PERMIT FOR COMMERCIAL &amp; INDUSTRIAL LOCATIONS</b>							
1-3 plant mechanical tech (max 6 inspections)		1-3 plant mechanical tech (max 12 inspections)		4-6 plant mechanical tech (max 24 inspections)			
7-12 plant mechanical tech (max 36 inspections)		13-35 plant mechanical tech (max 52 inspections)		25+ plant mechanical tech (max 75 inspections)			
<b>CONTRACTOR</b>				<b>OWNER</b>			
Business Name:				Name:			
Address City/State/Zip:				Address City/State/Zip:			
Phone:		WA State License #:		Phone:			
Email:				Email:			
<b>ELECTRONIC PLANS SUBMITTER</b> (required) <i>responsible for ePlans uploading &amp; correspondence</i>		Name:		Phone:			
		Email (required):					
<b>For payment only</b> - ePermits User Name (if existing account):							
<b>REQUIRED SIGNATURES</b>							
A complete application form, submittal documents and required information as set forth in VMC 17.08.100 must be submitted to obtain a permit. If it is determined that the application is not complete and/or the application fees have not been paid, the City may reject the application and plan review will not begin. It is the responsibility of the applicant/owner to comply with all private conditions, covenants and restrictions (CC&R's) associated with this property. As evidenced by my signature below, I/we agree that City of Vancouver staff has my/our full permission to enter upon the subject property at any reasonable time to consider the merits of the application, to take photographs and to post public notices.							
Applicant Signature:						Date:	
Property Owner Signature:						Date:	

# REPLACEMENT & NEW COMMERCIAL MECHANICAL EQUIPMENT INSTALLATION



Upload completed form into ePlans Documents folder

Replacement unit(s):	(qty.)	New unit(s):	(qty.)
<p><b>MPE permit application</b>, when replacing unit with no framing modifications required</p> <p><b>CMI permit application</b>, when new structural framing is required</p> <p><b>CMI permit application</b>, when mechanical and electrical inspections are required</p> <p>Note: If this scope of work is related to a tenant improvement a DEF application may be appropriate. Contact <a href="mailto:planreview@cityofvancouver.us">planreview@cityofvancouver.us</a> for questions.</p>			
<b>Operating Weight of proposed</b> (Include economizer and curb):		<b>lbs</b>	
<b>Operating Weight of existing</b> (if applicable):		<b>lbs</b>	
<p><b>Roof or Attic Installation</b> (choose one)</p> <p>Proposed unit <u>weighs less than</u> existing unit</p> <p>Proposed unit <u>is less than 5% increase in weight</u></p> <p>Engineering calculations provided.</p>		<p><b>Slab on Grade</b></p>	
<p>Note: Calculations are required for new roof of attic installations for equipment weighing more than 400lbs or when replacement equipment is more than 5% heavier than existing</p>			
<p><b>2018 WSEC Section C403.1.2</b> Calculation of Heating &amp; Cooling Loads shall determine Equipment &amp; System Sizing required. <b>C403.3.1</b> The output capacity of heating &amp; cooling equipment shall be no greater than that of the smallest equipment size that exceeds the loads calculated.</p> <p><b>C403.1.1</b> Calculation of Total System Performance Ratio not required in alterations to existing buildings that do not substantially replace the entire HVAC system. <a href="http://waenergycodes.com">http://waenergycodes.com</a></p>			
<p><b>Description of system</b> (e.g. Packaged rooftop unit with gas heat pump):</p>			
<p><b>Model number(s):</b></p>			
<b>Unit capacity Proposed:</b>		<b>Btu/h</b>	
<b>Unit capacity Existing</b> (if applicable):		<b>Btu/h</b>	
<p><b>Energy Efficiency of proposed</b> (SEER, EER/IEER, COP, HSPF, AFUE):</p>			
<p><b>Minimum Energy Efficiency Required</b> (WSEC Table C403.3.2):</p>			
<p><b>Economizer is provided</b> (typical for packaged units)</p> <p><b>Economizer is not provided.</b> Explain and provide C403.5 Exception Number (if applicable):</p>			