

# MECHANICAL PERMIT APPLICATION



Development Services Division  
1055 South Grady Way – Renton, WA 98057  
Phone: 425-430-7200

[www.rentonwa.gov](http://www.rentonwa.gov) [www.MyBuildingPermit.com](http://www.MyBuildingPermit.com)

1. Job Site Address: \_\_\_\_\_
2. Building Permit #: \_\_\_\_\_ **(Required if the work is associated with a Building Permit)**
3. Value of work to be performed: \_\_\_\_\_
4. Description of work to be performed: \_\_\_\_\_

**Plan Review Required\***: dust collection systems, grease hoods, fume hoods, paint rooms, and rooftop HVAC greater than 400 pounds – please provide two (2) sets of plans and one (1) set of any related calculations for Plan Review.

**NOTE: No new oil heating systems shall be allowed in the Aquifer Protection Areas.**

5. Tenant Name (if Commercial or Multi-Family): \_\_\_\_\_ Suite/Room#: \_\_\_\_\_
6. Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
(If plan review is necessary for this application, the **contact person** above will be contacted when the permit is ready to issue.)
7. Contractor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Street Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_
8. State of Washington Contractor's License # **(Required)**: \_\_\_\_\_
9. Contractor's City of Renton Business License # **(Required)**: \_\_\_\_\_
10. Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_  
Street Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_
11. Base Permit Fee: \$45.00 + Itemized Fee(s) from page 2: \_\_\_\_\_  
Technology Fee\*\* \_\_\_\_\_  
**TOTAL FEE:** \_\_\_\_\_

**\*\* + Add an Additional 3% Technology Surcharge to Calculated Fee**

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## MECHANICAL PERMIT FEES

**Base Permit Fee:** **\$45.00**

**Unit Fee Schedule: (enter quantity on line below)**

- |       |   |                |
|-------|---|----------------|
| _____ | <b>1. Installation, alteration, repair, addition, or relocation of each:</b><br><b>Heating system</b> (furnace, heat pump, suspended heater, fireplace, wood stove), <b>A/C system</b> (air conditioner, chiller) or <b>Air-handling unit</b> (VAV) including ducts, vents, controls, grills and diffusers.<br>If you are installing or relocating ducts, vents, grills and diffusers for an existing heating system, choose 1 unit per system. | <b>\$17.00</b> |
|       | <b>1a.</b> How many of these units are on the roof? _____ If any, please list the weight of the unit/s. _____<br>If any roof top unit is over 400 lbs., plan review is required. <b>(2) Sets of plans required.*</b>  |                |
| _____ | <b>2. Installation or relocation of each boiler or compressor:</b><br>Single Family or Multi-Family   | <b>\$17.00</b> |
| _____ | Commercial  | <b>\$60.00</b> |
| _____ | <b>3. Installation of commercial refrigeration system:</b>  | <b>\$60.00</b> |
| _____ | <b>4. Each residential ventilation/exhaust fan</b>  | <b>\$ 8.00</b> |
| _____ | <b>5. Each commercial ventilation/exhaust system</b> not a portion of any heating or air-conditioning system authorized by a permit   | <b>\$17.00</b> |
| _____ | <b>6. Installation of each commercial hood</b> served by mechanical exhaust, including the ducts for such hood. Type I hoods will require plan review and associated fees. <b>(2) Sets of plans required.*</b>  | <b>\$50.00</b> |
| _____ | <b>7. Installation or relocation of each incinerator</b>  | <b>\$75.00</b> |
| _____ | <b>8. Each appliance or piece of equipment</b> regulated by this code but not classified in any other appliance category, or for which no other fee is listed in this code.   | <b>\$17.00</b> |
| _____ | <b>9. Each gas piping system:</b>   |                |
| _____ | One (1) to four (4) outlets   | <b>\$12.00</b> |
| _____ | Additional outlets, each  | <b>\$2.50</b>  |

**REINSPECTION FEE: \$75.00 PER TRIP AS DETERMINED BY INSPECTOR**  
**Plan Review Fee\*: 40% of permit fee when required by Building Official**