



CITY OF RENTON | PERMIT CENTER

MECHANICAL PERMIT APPLICATION

INSTRUCTIONS:

This application must be filled out completely in order to be submitted for review. We will not accept incomplete applications. This application is good for one (1) year from the submittal date. A one –time extension of one (1) year can be requested at a cost of half the plan review fee. Once issued, the permit is good for 18 months. A one –time extension of 18 months can be requested at a cost of half the permit fee. Please follow our [Electronic File Standards](#) if plan review is required. This application must be a .pdf and included in your electronic files submittal.

FOR OFFICE USE ONLY

PERMIT # _____

PROJECT # _____

LUA # _____

ASSOCIATED BUILDING PERMIT NUMBER (REQUIRED) _____

This number is required if your work is associated with work being done under a Building Permit. The Building Permit could belong to someone else, but we still need the number to keep all associated permits tied together. You may need to contact the Building Permit owner.

DESCRIPTION OF WORK: _____

LOCATION AND VALUATION INFORMATION

JOB ADDRESS:

TENANT NAME:

LOT NUMBER:

VALUE OF WORK (Fair market value for time + materials):

BOEING JOB NUMBER
(If applicable):

OWNER INFORMATION

NAME:

PHONE:

ADDRESS:

CONTACT INFORMATION (This person will be the sole point of contact for this application)

NAME:

PHONE:

EMAIL:

CONTRACTOR INFORMATION

☐

DOING THE WORK AS THE HOMEOWNER. *If yes, please fill out the [Owner Affidavit](#) and include it with this document.*

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A LICENSED CONTRACTOR WILL BE DOING THE WORK. *Fill out the portion below.*

NAME:

PHONE:

STATE OF WASHINGTON CONTRACTOR'S LICENSE:

CITY OF RENTON BUSINESS LICENSE:

MECHANICAL PERMIT APPLICATION

For fee information refer to the current City of Renton fee schedule: [Fee Schedule](#)

UNIT FEE SCHEDULE (Enter quantity on the line below)

INSTALLATION, ALTERATION, REPAIR, ADDITION, OR RELOCATION OF EACH:
1. HEATING SYSTEM (Furnace, heat pump, suspended heater, fireplace wood stove):
2. COOLING SYSTEM (Air conditioner, chiller, or refrigerant piping):
3. AIR HANDLING UNIT (VAV) (Ducts, vents, controls, grills, and diffusers for an existing heating system, choose 1 unit per system):
4. HOW MANY UNITS ARE ON THE ROOF*? (If any, please list the weight of the units): <i>*If any rooftop units are over 400 lbs., plan review is required.</i>
INSTALLATION OR RELOCATION OF EACH BOILER OR COMPRESSOR:
1. SINGLE FAMILY OR MULTI FAMILY:
2. COMMERCIAL:
INSTALLATION OF COMMERCIAL REFRIGERATION SYSTEM:
EACH RESIDENTIAL VENTILATION/EXHAUST FAN:
EACH COMMERCIAL HOOD SERVED BY A MECHANICAL EXHAUST, INCLUDING THE DUCTS FOR SUCH HOOD: <i>Type 1 hoods will require plan review and associated fees.</i>
INSTALLATION OF RELOCATION OF EACH INCINERATOR:
EACH APPLIANCE, OR PIECE OF EQUIPMENT REGULATED BY THIS CODE BUT NOT CLASSIFIED IN ANY OTHER AP-
EACH GAS PIPING SYSTEM:
1. ONE (1) TO FOUR (4) OUTLETS:
2. ADDITIONAL OUTLETS, EACH:

REINSPECTION FEE: PER TRIP AS DETERMINED BY INSPECTOR

Plan Review Fee: *40% of permit fee when required by Building Official + ADD 5% Technology Fee

I certify that the information on this application furnished by me is true and correct and that the applicable requirements of the City of Renton will be met. I understand that this application is valid for one year from the application date. If a permit is not issued during this time period, the application will become void. This application does not constitute a permit to work. Work is not to commence until the building permit is posted on premises where work is to be performed. Certification is hereby rendered that no work is to be done except as described, and that all work shall conform to applicable codes. Work in public rights-of-way and/or utility easements are not authorized under this application. Any work done without the benefit of having a building permit issued is subject double the permit fee. Fees to be paid at permit intake.

APPLICANT SIGNATURE: _____ **DATE:** _____

PRINT NAME: _____