



Mechanical Equipment Checklist

Yakima County Public Services

128 North Second Street · Fourth Floor Courthouse · Yakima, Washington 98901
(509) 574-2300 · 1-800 572-7354 · FAX (509) 574-2301 · www.co.yakima.wa.us

| Occupancy of Structure: | | |
|--|---|------|
| <input type="checkbox"/> Residence <input type="checkbox"/> Agriculture/ Farm Building | | |
| <input type="checkbox"/> Commercial <input type="checkbox"/> Garage (Residential Use) <input type="checkbox"/> Industrial | | |
| <input type="checkbox"/> Residential Accessory Structure <input type="checkbox"/> Other: _____ | | |
| Equipment: <input type="checkbox"/> New <input type="checkbox"/> Change-out <input type="checkbox"/> Alteration <input type="checkbox"/> Repair | | |
| Power/Fuel Source: <input type="checkbox"/> LPG Tank (New or Existing) <input type="checkbox"/> Electric <input type="checkbox"/> Natural Gas | | |
| Location of Equipment (garage, closet, attic etc.): | | |
| Size of Equipment (as applicable) please include BTU, Ton, CFM, Horsepower, etc. | | |
| Qty. | Type of Equipment | Size |
| AIR HANDLERS | | |
| | Air-handling unit (including ducts attached thereto) | |
| ALTERATIONS, ADDITIONS, REPAIRS | | |
| For the repair of, alteration of, or addition to each of the following (including installation of controls regulated by this code.) | | |
| | Heating appliance | |
| | Refrigeration unit | |
| | Cooling unit | |
| | Absorption unit | |
| BOILERS, COMPRESSORS, AND ABORPTION SYSTEMS | | |
| | Boiler | |
| | Compressor (A/C Units) | |
| | Absorption System | |
| EVAPORATIVE COOLERS | | |
| | Evaporative cooler other than portable type (per unit) | |
| FURNACES | | |
| | Forced air or gravity type furnace or burner | |
| | Floor Furnace (including vent) | |
| | Suspended heater | |
| | Recessed Wall heater | |
| INCINERATORS | | |
| | Domestic | |
| | Commercial or Industrial | |
| Qty. | Type of Equipment | Size |
| MISCELLANEOUS | | |
| | Appliance or piece of equipment but not classed in other appliance categories | |
| | Gas piping (Fuel) | |
| | Hazardous process piping system (HPP) of one to four outlets | |
| | Nonhazardous process piping system (NPP) | |
| | Wood /Pellet /Gas Stove (Freestanding or Insert) | |
| VENTILATION AND EXHAUST | | |
| | Ventilation fan connected to a single duct | |
| | Ventilation system, not a portion of any heating or A/C system authorized by a permit | |
| | Installation of each hood served by mechanical exhaust, including the ducts for such hood | |
| | Kitchen range hood or downdraft | |
| FILL IN EQUIPMENT NOT LISTED ABOVE | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Yakima County will make reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service or activity of Yakima County, should contact the Yakima County ADA Coordinator at 509-574-2210 as soon as possible but no later than 48 hours before the scheduled event.



GENERAL APPLICATION FORM

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FINAL
Revised 6/05/2019

(Staff Use Only – Fill In / Circle As Applicable)

Zoning District: _____

Reviewed By: _____

Proposed Land Use: _____

Case #(s): _____

Overlay: Airport / Greenway / Floodplain _____

Date Submitted: _____

UGA: _____ CAO/Shoreline: _____

Sewer: Septic Clearance / As Built _____

Potable Water: N/A or Exempt _____

Purveyor: _____ YCWRS Well: _____

FAAR: _____ WUI-FD: _____ M / H / E _____

Occupancy: A B E F H I M R R1 R2 R3 S U _____

Type of Construction: IA IIA IIIA IB IIB IVA IVB VA VB

Name of Short Plat, Subdivision or Manufactured Home Park: _____

Lot or Space # _____

Planning Forms for Project: _____

Please Tell Us About Your Proposal: (If you need assistance call us at (509) 574-2300 or come into the office)

Parcel Numbers(s): A. _____ B. _____ C. _____

Property Owner's Name: _____

Day Phone: _____ Company (if any): _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Subject Property Address: (if Different) _____

E-mail Address: _____

Scope of Work: _____

Are you requesting the Optional Consolidated Permit Review Process as provided under YCC 16B.03.060? Yes No

Applying For A Building Permit? Please Fill Out The Following:

Number of Bedrooms: Existing: _____ Total: _____ Size/Dimensions: _____ Square Footage: _____

Number of Bathrooms: _____ Size/Dimensions: _____ Square Footage: _____

Construction Valuation (Contractor Estimate) \$

How will you provide legal domestic water for your project? Please check one below:

- Water right permit** from Department of Ecology (Please attach a copy to this application), or
- Letter from an approved water purveyor** stating the ability to provide water, or
- A Yakima County Water Resource System (YCWRS) domestic well** within the Agriculture zoning district, or
- A Yakima County Water Resource System (YCWRS) domestic well** outside of the Agriculture zoning district, or
- Other adequate evidence** of interest in a suitable water right held for mitigation proposed by an existing water bank, or
- Yakama Nation Water Code permit** for properties located within the exterior boundaries of the Yakama Nation, or
- Documentation that the well site is located outside the Yakima River watershed.**

Please note that evidence of an adequate water supply must be submitted to Yakima County prior to the issuance of the permit.

By signing this form, I agree to the following:

- I hereby state as true that all ownership interests of the property have reviewed the proposal as presented in the application materials and support the proposed change(s).
- I hereby give Yakima County permission to enter my property during this review to inspect my property as needed.
- I hereby agree to pay all additional fees associated with the processing of this application including but not limited to the Hearing Examiner fees, Transportation fees or any other fees that may be associated with the proposed project.

CONTINUE ON BACK 

- I hereby acknowledge that the application with the Yakima County Permit Services Department has been filled out completely.
- I hereby acknowledge that verification of an approved potable water supply is a requirement and part of the procedure to obtain a permit from Yakima County.
- I shall provide Yakima County with proof of an adequate water source as indicated in Ordinance 13-2017 or obtain a YCWRS domestic well permit.
- I understand that Yakima County shall be held harmless for misinterpretation or misrepresentation of documents to obtain my permits.
- I am aware my Permit WILL NOT be issued until I provide proof of an approved source of potable water and associated documentation.

(If the property is owned by a corporation or LLC please attach documentation showing that the person signing has the authority to sign on behalf of the corporation or LLC.)

Please Fill Out This Section In Blue or Black Ink. (Please check the box to indicate the primary contact person)

| | | |
|---|------------------------|-------------------------|
| <input type="checkbox"/> Property Owner Signature: _____ | (required) | Date: _____ |
| <input type="checkbox"/> Check If You Are Acting As Your Own Contractor – <i>(Signature required at declaration at bottom of page)</i> | | |
| <input type="checkbox"/> Applicant/Agent: _____ | | |
| Day Phone: () _____ | Company (if any) _____ | |
| Mailing Address: _____ | City: _____ | State: _____ ZIP: _____ |
| E-mail Address: _____ | | |
| Signature: _____ Date: _____ | | |
| <input type="checkbox"/> Contractor Name: _____ | | |
| Day Phone: () _____ | Company (if any) _____ | |
| Mailing Address: _____ | City: _____ | State: _____ ZIP: _____ |
| E-mail Address: _____ | | |
| Contractor License Number: _____ | | |
| Signature: _____ Date: _____ | | |

If there are additional owners, provide an attachment in the same format and with the same declarations

This Section To Be Completed For Construction Permits Only

Pursuant to RCW 19.27.095 (2)(i-ii) The requirement for a fully completed construction application shall include:

- i. The name, address, and phone number of the office of the lender administering the interim construction financing, if any: OR
- ii. The name and address of the firm that has issued a payment bond, if any, on behalf of the prime contractor for the protection of the owner, if the bond is for an amount not less than 50% of the total amount of the construction permit.

If for any reason the information requested below is not available at the time of application, the applicant shall provide the information as soon as it can be reasonably obtained.

| | |
|---|-------------------------------------|
| <input type="checkbox"/> Lending Agency Name: _____ | Phone: () _____ |
| Mailing Address: _____ | City: _____ State: _____ Zip: _____ |
| <input type="checkbox"/> I acknowledge by checking this box that this project has no lending agency for construction financing. | |
| Bonding Agency Name: _____ | Phone () _____ |
| Mailing Address: _____ | City: _____ State: _____ Zip: _____ |
| <input type="checkbox"/> I acknowledge by checking this box that this project has no bonding agency. | |

If you are the Property Owner and Acting as Your Own Contractor, Please Complete the Following Declaration:

- I acknowledge that I am applying for a permit thru the Yakima County Public Services Department.
- I also acknowledge that I am not a licensed contractor, specialty or general, or that I am not acting as a contractor and wish to be exempt from the requirements of the Washington State Contractor's Act, per RCW 18.27.090, and will abide by all provisions and conditions of the exemption as stated.
- I agree that if I use the assistance of any person(s) to provide labor and/or assistance, I will retain only contractors registered and currently licensed as required under the laws of the State of Washington.

I (print name) _____ certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Owner Signature: _____ Date: _____



Mechanical Information

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Permits are required prior to installation of mechanical equipment or appliance whether it is new, replacement, relocated, alteration, or change-out. Other permits may be required depending on the scope of work for your project.

Permits pertaining to Manufactured Homes are under the jurisdiction of Washington State Department of Labor and Industries (509) 454-3760.

Yakima County has adopted the various *International Codes which are updated every three years. (Please contact our office to verify which code cycle is applicable to your project).

*International Building Code (IBC 101.3—Intent) The purpose of the codes are to establish the minimum requirements to provide a reasonable level of safety, public health and general welfare through structural strength, means of egress, facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment and to provide a reasonable level of safety to fire fighters and emergency responders during emergency operations.



To apply for your permit, please provide:

1. General Application for Construction.
2. Floor plan showing room uses, location of mechanical equipment (include plumbing fixtures if applicable).
3. Equipment schedule:
 - How many and what type of equipment will be installed.
 - Power/Fuel source (Electric, *Natural Gas, *LPG Gas).
 - Size of equipment (Specify: horsepower, ton, Btu, cfm)

*LPG gas equipment or appliance may require an additional permit for a propane tank. Before issuance of your mechanical permit, a Fire Code Permit is required for the tank. If you have an existing tank, please provide your permit number to confirm that a permit has been issued and a final approved inspection was completed, otherwise, a new permit for the tank is required. Both permits can be issued simultaneously.

The equipment and appliances shall be installed according to the manufacturer's installation instructions and shall be made available to the inspector at the time of your inspection. For *gas appliances, a pressure test card must be completed and made available to the inspector.

The staff at Yakima County Public Services Building and Fire Safety Division are here to assist you. Please contact our office if you have any questions at (509) 574-2300.

- Project Coordinators can assist you regarding your application submittal.
- Plans Examiner or Building Inspector can assist you with technical questions.