



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:

Residence Agriculture/ Farm Building

Commercial Garage (Residential Use) Industrial

Residential Accessory Structure Other: _____

Equipment: New Change-out Alteration Repair

Power/Fuel Source: LPG Tank (New or Existing) Electric 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 ABSORPTION 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

FINAL
Revised 6/05/2019

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

Zoning District: _____ Reviewed By: _____
 Proposed Land Use: _____ Case #(s): _____ Date Submitted: _____
 Overlay: Airport / Greenway / Floodplain _____
 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 IIIB 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)

Property Owner Signature: _____ **(required)** Date: _____

Check If You Are Acting As Your Own Contractor – (Signature required at declaration at bottom of page)

Applicant/Agent: _____

Day Phone: () _____ Company (if any) _____

Mailing Address: _____ City: _____ State: _____ ZIP: _____

E-mail Address: _____

Signature: _____ Date: _____

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.

Lending Agency Name: _____ Phone: () _____

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

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: _____

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.