



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.



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.