



City of Bothell™

# DEVELOPMENT SERVICES

BUILDING • COMMUNITY RISK REDUCTION • ENGINEERING • PLANNING • PERMIT SERVICES • TRANSPORTATION

## NON-RESIDENTIAL - MIXED USE - MULTI-FAMILY PLUMBING AND/OR MECHANICAL

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Submit your application online at [www.MyBuildingPermit.com](http://www.MyBuildingPermit.com).

Online application required for plumbing or mechanical for buildings over 4,000 square feet

Permit Application for:  Plumbing  Mechanical  Both

The permit and plan review fee for the installation, replacement, relocation or repair of each non-residential, mixed use or multi-family plumbing or mechanical permit is calculated according to the valuation of the work to be done.

Plumbing work valuation: \_\_\_\_\_ Mechanical work valuation: \_\_\_\_\_

### PROPERTY INFORMATION

Project/Business/Tenant name \_\_\_\_\_

Existing tenant? Yes  No  If no, associated Tenant Improvement Application # \_\_\_\_\_

Site Address: \_\_\_\_\_ Suite No: \_\_\_\_\_

Parcel No: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

### PRIMARY CONTACT INFORMATION

*This person is designated by the applicant to receive all communications, correspondence, determinations, and notices required by applicable development regulations.*

Contact Person: \_\_\_\_\_ Company Name: \_\_\_\_\_

Relationship to the Applicant \_\_\_\_\_

Mailing address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

### APPLICANT

*This person is designated by the applicant to receive all communication*

Applicant (If different from Contact Person): \_\_\_\_\_

Mailing address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

### CONTRACTOR

Contractor Company Name (Must be provided prior to permit issuance): \_\_\_\_\_

Contact Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Mailing address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_ WA State UBI No: \_\_\_\_\_

Contractor's L&I License No: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Contractor's City Business License #: \_\_\_\_\_

*State Laws require verification of current Contractor's License — City business license required by Bothell Municipal Code Title 5*

**OWNER IS CONTRACTOR** – I have read RCW18.27.010 relating to definitions of general contractors and specialty contractors and RCW 18.27.110, which prohibits issuing permits without proof of registration, and owner is contractor.

### OFFICE USE ONLY

PERMIT NUMBER: \_\_\_\_\_ PLAN NUMBER: \_\_\_\_\_

PRJ# \_\_\_\_\_

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## PLUMBING & MECHANICAL PERMIT FEE SCHEDULE FOR MULTI-FAMILY, MIXED-USE, AND NON-RESIDENTIAL

1. **Permit Fee:** See Table below to determine the Plumbing and/or Mechanical Permit fee due at issuance.
2. **Plan Review Fee:** When plans are required to be submitted for review, a **plan review fee equal to 40%** of the Mechanical Permit fee **shall be paid at the time of submittal**.
3. **Technology Fee:** A **5% fee** will be added for all permit and plan review related services.

The valuation table below applies to all Multi-Family, Mixed-Use, and Non-Residential Plumbing and Mechanical Permits, unless otherwise noted. Fees listed are in addition to Plan Review, WA State Surcharge, 5% Technology Fee, and any applicable Stop Work Order/Special Investigation Fees.

Total Valuation Equal To:

<b>*\$0.00-\$1,000.00</b>	Up to \$1,000.00 ..... \$68.00
<b>*\$1,001.00-\$2,000.00</b>	For the first \$1,000.00 ..... \$71.00
	Per Additional \$100.00 or Portion Thereof, Up to \$2,000.00 ..... \$6.00
<b>*\$2,001.00-\$25,000.00</b>	For the first \$2,000.00 ..... \$130.00
	Per Additional \$1,000.00 or Portion, Up to \$25,000.00 ..... \$20.00
<b>*\$25,001.00-\$50,000.00</b>	For the first \$25,000.00 ..... \$534.00
	Per Additional \$1,000.00 or Portion, Up to \$50,000.00 ..... \$15.00
<b>*\$50,001.00-\$100,000.00</b>	For the first \$50,000.00 ..... \$845.00
	Per Additional \$1,000.00 or Portion, Up to \$100,000.00 ..... \$14.00
<b>*\$100,001.00-\$500,000.00</b>	For the first \$100,000.00 ..... \$1,321.00
	Per Additional \$1,000.00 or Portion, Up to \$500,000.00 ..... \$12.00
<b>*\$500,001.00-\$1,000,000.00</b>	For the first \$500,000.00 ..... \$4,326.00
	Per Additional \$1,000.00 or Portion, Up to \$1,000,000.00 ..... \$8.00
<b>*\$1,000,001.00-\$5,000,000.00</b>	For the first \$1,000,000.00 ..... \$7,563.00
	Per Additional \$1,000.00 or Portion, Up to \$5,000,000.00 ..... \$6.00
<b>*\$5,000,001.00 and up</b>	For the first \$5,000,000.00 ..... \$23,958.00
	Per Additional \$1,000.00 ..... \$5.00

**\*The initial permit fees include the first two levels of dwelling units/sleeping units. For each additional level there is a charge of \$30 per unit in addition to the initial permit fee. (does not include townhouses and detached single family units on one lot, which are charged using the percentage of building permit fee for new single family construction).**

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The following minor work does not require plan review, and a permit may be issued at the Permit Counter:

Mechanical	Plumbing (must meet all criteria)
<input type="checkbox"/> New fixtures <input type="checkbox"/> Mechanical retro-fit <input type="checkbox"/> Not related to a Major Tenant Improvement <input type="checkbox"/> Addition or relocation of up to 15 diffusers for existing HVAC equipment provided: <ul style="list-style-type: none"> <li>• ..Work is limited to ducts and diffusers</li> <li>• ..Building does not have a smoke control system</li> <li>• ..Ducts do not penetrate a fire rated assembly</li> </ul> <p style="text-align: center;">OR -</p> <input type="checkbox"/> In kind replacement of indoor equipment.	<input type="checkbox"/> New fixtures <input type="checkbox"/> Re-plumb <input type="checkbox"/> Not related to a Major Tenant Improvement <input type="checkbox"/> Existing building space (no new square footage construction) <input type="checkbox"/> 10 or less fixtures <input type="checkbox"/> Project does not involve medical gas piping, a commercial kitchen, any food service/food preparation or a laboratory. <input type="checkbox"/> Project does not include an oil/water separator, grease or waste interceptor, sump/pump or roof drains/overflow systems.

**Describe the work applied for under this permit.**

Description of Mechanical Work

Description of Plumbing Work

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**Applications requiring plan review:**

Applicant

Staff

- |   |                          |
|---|--------------------------|
| <input type="checkbox"/> Two (2) sets of plans including: <ul style="list-style-type: none"> <li>• Layout drawing</li> <li>• Types of materials used</li> <li>• Isometric drawings for water supply and waste lines (plumbing)</li> <li>• Gas piping isometrics (mechanical)</li> </ul>   | <input type="checkbox"/> |
| <input type="checkbox"/> Heat Loss Calculations for sizing equipment per WSEC (if applicable) .....   | <input type="checkbox"/> |
| <input type="checkbox"/> If applicable, provide gas piping analysis that demonstrates gas piping can support new and existing appliances  | <input type="checkbox"/> |
| <input type="checkbox"/> Equipment weighing 400 lbs or more, which will be placed on or within a structure, shall include 2 sets of engineering details and calculations for the support and seismic anchorage of the units per Section 1613.1 of the IBC and the current version of the ASCE7 standard (in addition to the 2 sets of plans noted above) <b>Exception:</b> Water heaters installed four feet or less above a floor level may be installed per UPC Section 508.2 <b>AND</b> the manufacturers installation instructions. | <input type="checkbox"/> |
| <input type="checkbox"/> Roof mounted mechanical devices shall be screened per BMC 12.14.190C & BMC 12.14.190D. Any required screening shall be a height sufficient to obscure the view of any portion of the mechanical device above any sight line. An applicant proposing roof-mounted mechanical devices shall indicate <u>projected sight lines from the ground level at abutting property lines</u> upwards to and past the point of intersection with the top of the side (e.g., a parapet) of the building.                     | <input type="checkbox"/> |

**In order to properly size the water meter the following information is required for new plumbing systems:**

- |   |                          |
|---|--------------------------|
| <input type="checkbox"/> The elevation of water meter must be noted on the plans or here on the application. _____  | <input type="checkbox"/> |
| <input type="checkbox"/> The difference in elevation between the water meter and the highest fixture must be noted on the plans or here on the application. _____ | <input type="checkbox"/> |
| <input type="checkbox"/> The overall length from the water meter to the most remote fixture must be noted on the plans or here on the application. _____          | <input type="checkbox"/> |

## Please note:

For roof-mounted mechanical equipment, provide architectural elevation views with your mechanical permit application to verify that new or existing screening is in compliance with the Land Use Code.

## Building Code Requirements for Mechanical Installations

### When is a separate building permit required?

Many mechanical HVAC installations involve the need to make structural improvements to the building or structure where new HVAC equipment will be installed. A separate building permit is typically needed for structural improvements to allow for review and inspection of those improvements. Some examples of typical structural improvements done as part of an HVAC installation include:

- Modifications to an existing roof or elevated floor to carry the weight of new equipment.
- Installation of screening as required by the Land Use ordinance.
- Connection of wall-mounted installations to an existing building.

Building plans and structural calculations are required in most cases to justify existing and/or new construction related to gravity or lateral support of new HVAC equipment. **Note:** If structural calculations are required by the City of Bothell, the calculations, details, and drawings must be stamped and signed by an engineer licensed in the state of Washington.

Structural improvements *not listed below* require a separate building permit. **Note: If a separate building permit is required, the mechanical permit will not be issued until the building permit is approved and issued.** If a separate building permit has already been submitted for review or has been issued, it is not necessary to provide the same information with the mechanical permit application except structural calculations for mechanical. New HVAC equipment should not be installed on elevated roofs or decks until necessary structural improvements have been completed and approved by the building inspector and attachment of all roof top equipment to the roof must occur prior to cover.

If screening for exterior equipment is required, per the Land Use ordinance, provide lateral and gravity calculations for review. For projects requiring installation of shafts, plans & details showing the location and support of vertical and/or horizontal shafts must be provided. In many cases, shafts must be fire resistance-rated; assembly listing numbers and assembly details must be provided for review.

### When is a separate building permit not required?

The following items are considered ancillary to the mechanical work, do not require a building permit, and may be reviewed as part of the mechanical permit:

- Seismic connections to prevent overturning of equipment during an earthquake.
- Creating an opening in an existing roof and installation of a curb to support new rooftop equipment.
- Blocking and/or brackets to support ductwork.
- Review of an existing roof or elevated floor assembly for new gravity loads when no structural improvements are needed. This review is necessary to confirm that an existing roof deck, floor framing, or platform is adequate to support the new or replacement installation.
- Engineering for gravity is not required for rooftop equipment if the new unit will be in the same location and the weight does not exceed 5% more than the original equipment per IEBC 807.4.(1).