



CITY OF GLENDALE – BUILDING AND SAFETY

633 E. Broadway, Room 101 Glendale, CA 91206

(818) 548-3200, (818) 548-4830 (Inspection)

MECHANICAL PERMIT WORKSHEET

Please complete the section below clearly, legibly and in ink.

Permit No. BM \_\_\_\_\_

ALL RATED WALLS & FLOORS SHALL BE SHOWN ON THE MECHANICAL PLANS PRIOR TO SUBMITTAL. IDENTIFY THE RATING AND LOCATION OF ALL PENETRATIONS.

Job Address ( Include Zip Code )		Work Description ( Fill all that apply and specify quantity )	
<b>Permit Information</b> Is this work related to a Building Permit <input type="checkbox"/> Yes <input type="checkbox"/> No		\$75.00 Issuance Fee <input type="checkbox"/> Yes <input type="checkbox"/> No 15% Energy surcharge <input type="checkbox"/> Yes <input type="checkbox"/> No 15% Green Building surcharge \$100.00 Minimum Inspection Fee (If the total inspection fees equal less than the minimum inspection fee specified, the minimum inspection fee shall apply). (Hrs.) Supplemental / Revision Plan Check Fee \$75.00 Supplemental Permit to _____ Plan Check ( 50% of Permit Fee, Minimum of \$79.20) <b>If paying with a credit/debit card a 2.5% non refundable surcharge will be assessed to your total.</b>	
Has work started? <input type="checkbox"/> Yes (Double the permit fee will be charged for legalization )		Heating, Air Handlers & Fan Coils \$30.70 FAU up to 100,000 btu ( * ) \$36.20 FAU over 100,000 btu ( * ) \$24.10 Each Air Handler Unit, or Fan Coil Units ( * ) \$30.70 Suspended, Wall or Floor Mounted Heater ( * )	
Describe where the work will be done & fill out the work description on the right side of this application.		New Relocation or Replacement of VAV Units. \$117.70 First 4 Units \$12.00 Each Units Above 4. \$24.10 Zones Altered	
Applicant 's Name	Phone ( )	Alterations, Repairs or Additions \$30.70 Refrigeration - Altered, Repaired, or added to ( * ) \$30.70 Air-Conditioning - Altered, Repaired, or added to ( * ) \$30.70 Heating - Altered, Repaired, or added to ( * ) \$24.10 Evaporative System - Coil, Reheat coil, Evaporative Cooler or Make Up Air Unit, Altered, Repaired or added to	
Address ( Include City and Zip Code )		Compressors, Condensers, Absorption System, Boilers, Cooling Towers, Chillers <b>Note: Applicants must convert to H.P. for boilers</b> \$30.70 Up to and Including 3 Hp or 60m btu/h ( 5 ton or 60,000 btu ) \$48.30 3 Hp<x< 15 Hp, or 36m <x< 180m btu/h ( 6 ton<x<15 ton ) \$73.70 Over 15 Hp<x<30 Hp, or 180m<x<360m btu/h ( 15 ton<x<30 ton ) \$96.80 Over 30 Hp<x<50 Hp, or 360m<x<600m btu/h ( 30 ton<x<50 ton ) \$170.60 Over 50Hp, or Over 600m btu/h ( Over 50 ton ) \$100.00 Electrical A/C & Compressor added	
E-Mail Address:		Miscellaneous, Exhaust & Hoods \$18.60 Appliance Vent \$24.10 Single Duct Vent Fan (Including Dryer Vents & Installed fans) \$24.10 Non-HVAC Vent System (Installation) \$24.10 Ducts \$65.80 Duct Smoke Detector \$167.00 New, Relocation or Repair of each, Smoke Damper or Combo DPR \$85.20 New, Relocation or Repair of each, Fire DPR or Ceiling Radiation DPR \$170.50 Smoke Control System \$140.80 Commercial Kitchen Exhaust Hood ( * ) \$29.70 All Other Hoods \$24.10 Economizer \$24.10 Garage Exhaust with 3 <sup>rd</sup> Party Inspection ( CO or CO <sub>2</sub> Tests ) \$24.10 Prefabricated Fireplace UL # \$24.10 Appliance or Piece of Equipment not Classified in Other Categories	
Property Owner's name	Phone ( )	Fuel Utilization \$24.10 Connection of Equipment to a Gas System (Includes CSST piping)	
Address (Include City & Zip Code)		<b>Mechanical Group</b> \$341.30 Multi-Family: Kitchen and up to 1 Bathroom \$31.80 Additional bathrooms	
E-Mail Address:			
<b>Licensed design professional or engineer Information:</b> Name _____ Phone ( ) _____ Address (Include City & Zip Code) _____ License No. _____			
<b>CALIFORNIA LICENSED CONTRACTOR'S DECLARATION:</b> I herby affirm under penalty of perjury that I am licensed under provisions of Chapter 9 (commencing with section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.			
Contractor's Name	Phone ( )		
Address (Include City & Zip Code)			
E-Mail Address:			
State License No.	Exp. Date	City License No.	Exp. Date
Contractor's Signature			
<b>FOR OFFICE USE ONLY</b>			
APN	Lot		
Tract	NAICS/Structure Use		
Floor Area	Above Grade	Below Grade	Mezz
Fire Sprinkler	Type of Const.		
Edition of the Code			
Comments			
P.C. Processed By:		Date:	Receipt No.
<b>Expiration Date:</b>			
P.C. Approved By:		Date:	
Processed By	Date:	Receipt No.	
<b>Note: Any item having this mark ( * ) may require plan check for multi-family ( 3 or more units) &amp; commercial buildings. ( Installation of 100,00 BTU and above heating appliances: 5 tons/60,000 BTU and above a/c systems: multiple installations of less than 5 ton: air handling equipment with combined CFM of 2000 or more: and steam boilers).</b>			

