



Residential Mechanical Permit Requirements

A mechanical permit must be obtained before installing any new or relocated mechanical equipment or appliance. Mechanical permit applications shall include drawings as outlined below and are subject to the Residential Mechanical Format & Design Standards on the reverse of this sheet.

Please see the Residential Mechanical REPLACEMENT handout for more information

Application Requirements:

- Residential Mechanical Permit Application Form
- Type, manufacturer, model number and size (Btu input) of appliance
- Fuel source – natural gas, oil, LPG
- Floor plans (two copies) showing location of proposed installation (see reverse for specific requirements); location of gas meter; size and length of gas piping; and source of combustion air

Inspection Requirements:

- The owner's copy of the manufacturer's installation instructions must be available to the Inspector at the time of inspection.
- Underground inspection shall be made after trenches or ditches are excavated and bedded, piping is installed and before backfill is put in place.
- Rough-in inspection shall be made prior to any components being concealed or covered.
- A pressure test at no less than 1-1/2 times the maximum working pressure, but not less than 10 psig shall be observed by inspector for at least 10 minutes.
- Final inspection shall be made upon completion of the installation, and before it is used.

Additional Requirements:

- Fuel fired appliances shall not be located in sleeping rooms, bathrooms, toilet rooms, storage closets or a space that opens only into such rooms unless they are listed direct vent appliances installed in accordance with manufacturer's instructions.
- Appliances having an ignition source shall be elevated such that the source of ignition is not less than 18 inches above the floor when installed in a garage.
- Cascade Natural Gas will not provide service until there is evidence that the gas piping has passed the required inspections.
- Appliances located in attics or under floor spaces shall be provided with an opening and unobstructed passageway large enough for the appliance removal, but not less than 30"x22". Appliances shall not be located any further than 20 feet from the opening. The passageway shall have a continuous solid floor 24" wide and a 30"x30" level service space in front of the appliance. Structural review may be required for appliance located in attics.
- A light that is controlled by a switch located at the passageway opening is required and a receptacle outlet shall be provided at or near the equipment location.

Residential Mechanical Format & Design Standards

1. Format

- All drawings must be original drawings in ink on white bond paper or photocopied reproductions.
- Diazzo (blueline) prints will not be accepted.

2. Paper Size

- Drawings must be submitted on 11" x 17" sheets.
- All sheets in a drawing set must be the same size and sequentially labeled and dated.
- New work must be clearly marked.

3. Scale

- All scale sizes must be standard architectural or engineering scales.
- Site plans must be drawn at 1" = 20' or larger scale.
- Floor plans shall be drawn at not less than 1/4" = 1' scale and must be dimensioned.
- Details must be drawn at a scale large enough to clearly illustrate the particular detail, with a minimum scale of 3/4" = 1'.

4. Reproducibility

- All drawings must be clear, accurate, legible and high-contrast. Contrast must be sufficient to permit archival photographic or digital reproduction.

5. Key Plan/Floor Plan requirements

- Drawings shall include the main entrance to the structure, a north arrow and location of all streets.
- Floor plans shall indicate appliance location showing floor level, room location, use of the room and adjacent rooms. The floor plan shall provide direction from the main entrance.
- Chimney and exhaust termination location shall be shown.
- Location of outside air supply shall be shown.