



City of  
**West University  
Place**

Public Works Department  
Community Development

**BUILDING-MECHANICAL PERMIT  
APPLICATION**  
2021 INTERNATIONAL  
MECHANICAL CODE & IRC

PROJECT	
PERMIT NUMBER	
ADDRESS	
OCCUPANCY TYPE <input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> NEW INSTALLATION <input type="checkbox"/> REPAIR <input type="checkbox"/> ALTERATION <input type="checkbox"/> ADDITION	
DESCRIPTION OF WORK	
CONTRACTOR	
COMPANY NAME	CONTRACTOR REGISTRATION NUMBER
COMPANY ADDRESS	
PHONE NUMBER	EMAIL
STATE LICENSE HOLDER	
FIRST NAME	LAST NAME
LICENSE NUMBER	
PROPERTY OWNER	
FIRST NAME	LAST NAME
MAILING ADDRESS	
PHONE NUMBER	EMAIL

OFFICIAL USE ONLY	
RECEIVED BY	TIME STAMP
NO EXCEPTIONS TAKEN	DATE

RESIDENTIAL			
QTY	ITEMS	AMOUNT	SUB-TOTAL
	New Home HVAC System	\$250.00 / unit	\$
	New (Addition) HVAC System	\$200.00 / unit	\$
	Fire Place	\$25.00 each	\$
	Vents (bath, dryer, range hood)	\$20.00 each	\$
	Replace Condenser, Coil, Heating Unit, Air Handler or Ducts	\$100.00 each	\$

COMMERCIAL			
QTY	ITEMS	AMOUNT	SUB-TOTAL
	Heating & A/C System (<140K BTU's)	\$100.00	\$
	Each 100K BTU's over first 140K	\$5.00	\$
	Commercial Air Handler	\$100.00	\$
	Commercial Cooling Tower	\$30.00	\$
	Fire Damper	\$10.00	\$
	New Boiler 1,000,000 BTU or less	\$75.00	\$
	(Annual) Boiler Inspection	\$50.00	\$
	Premature Work Charge	100% of Permit	\$
1	Application Fee	\$100.00	\$100.00

TOTAL PERMIT FEE	
MINIMUM FEE = \$50.00+\$100.00 APPLICATION FEE	
\$	

**ACKNOWLEDGMENT**

By my signature above I hereby certify I have read this document and know the same to be true and correct. In addition I hereby stipulate that I am the person legally responsible for compliance with provisions of all laws and ordinances (whether specified herein or not) governing this project to completion and a certificate of occupancy being issued.

SIGNATURE OF PERMITTEE	DATE
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PRINT NAME
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## EQUIPMENT IN REAR OR SIDE YARD

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### REAR YARD

Indicated equipment may project into a rear yard only if:

- (a) separating the equipment from any building site across the rear lot line, there is a solid wall at least one foot higher than the highest part of the equipment;
- (b) if the equipment occupies any part of an easement under the control of the City, the City has issued a separate acquiescence or consent to the occupancy of the easement;
- (c) there has been formally granted to the City any utility easement deemed necessary by the City's chief utility official;
- (d) the base of the equipment is not higher than 14 inches above the ground (**Exception:** The base may be elevated to the minimum level of the lowest floor of the principal building, as established by the City's flood damage prevention ordinance, if that level is higher than 14 inches above the ground); and
- (e) separating the equipment from any building site across the rear lot line, there is a solid wall at least one foot higher than the highest part of the equipment;

### SIDE YARD

Indicated equipment may project into an interior or street side yard (but not closer than three feet to a property line) only if it is fully encased in a sound-absorbing cabinet, or is otherwise designed and operated to comply with the City's noise regulations; see Chapter 54 of the Code of Ordinances.

However, equipment replacing older equipment in a side yard may project as close as 18 inches to a property line, if the Fire Marshal determines that such projection will not significantly interfere with emergency access, either on the same site or on another site.

### NEW AND REPLACEMENT EQUIPMENT

These rules apply to all new and replacement equipment.

#### EXCEPTION:

If older equipment was lawfully installed on an elevated structure in a rear yard, replacement equipment may be installed on the same structure. If the older equipment was lawfully installed without the required separating wall, the wall must be provided, but it may be either solid or at least 50% solid (e.g., lattice).

All other rules apply.

**NOTE: NO EQUIPMENT SHALL BE PLACED IN ANY EASEMENT.**

**\*FIRE MARSHALL MAY ALLOW A REDUCTION TO 18 INCHES**

