



COMMERCIAL MECHANICAL SUBMITTAL REQUIREMENTS

Department of Community & Economic Development
City of Arlington • 18204 59th Ave NE • Arlington, WA 98223 • Phone (360) 403-3551

WHEN A MECHANICAL PERMIT IS REQUIRED:

The City of Arlington requires a mechanical permit before any mechanical equipment is installed, altered, or replaced. Examples are installations or alterations of gas piping, HVAC equipment, heat pumps, ventilation systems, coolers and chillers, exhaust systems, paint booths, above-ground and under-ground tanks, etc.

MECHANICAL PLAN REVIEW and COMMISSIONING IS REQUIRED FOR THE FOLLOWING PROJECTS:

1. Building Mechanical Systems
2. Service Water Heating Systems
3. Electrical Power & Lighting Systems
4. Energy Metering

SUBMIT TWO (2) COPIES OF THE FOLLOWING FOR MECHANICAL PLAN REVIEW:

1. Mechanical plans and details (minimum plan size is 18" x 24" scale, 1/4 scale)
2. Reflected ceiling plan identifying duct work, equipment, piping, diffusers, air grilles, and dampers
3. Roof plan indicating mounting details, equipment location, equipment access path, equipment screening, edge protection
4. Equipment Specifications – Cut Sheets
5. Structural Calculations
6. Heating and Cooling design load calculations per ANSI/ASHRAE/ACCA Standard 183
7. WSEC 2015 NREC Compliance Forms – www.neec.net/energy-codes

OTHER INFORMATION:

Structural calculations for seismic and gravity loads are required for all Roof Top Units and Equipment exceeding 440LBS unless it is a like-for-like change out.

All Natural Gas Fuel Piping is regulated by the International Fuel Gas Code (IFGC) and NFPA 54

Liquid Petroleum Gas (LPG) installations are regulated by NFPA 58

Water Heaters are regulated by the International Plumbing Code (IPC)

ELECTRONIC APPLICATIONS CAN BE SUBMITTED VIA THE LINKS BELOW. SIMPLY CLICK ON THE APPROPRIATE LINK, FILL OUT THE ELECTRONIC FORM AND CLICK THE EMAIL BUTTON ONCE COMPLETED. PLEASE MAKE SURE TO SUBMIT ALL OTHER REQUIRED INFORMATION, IF APPLICABLE.

[Mechanical Permit Application](#)

[Type I or Type II Commercial Hood](#)

[Gas Piping Installation](#)

[Hot Water Heater](#)