



PLANNING, COMMUNITY, & ECONOMIC DEVELOPMENT DEPARTMENT

PLUMBING & MECHANICAL PERMIT APPLICATION

Mailing Address: P.O. Box 547, Anacortes, WA 98221

Office Location: 904 6th Street, Anacortes WA 98821

Phone: (360) 293-1901, Fax: (360) 293-1938

PLEASE REFER TO THE PLUMBING & MECHANICAL PERMIT CHECKLIST FOR SUBMITTAL REQUIREMENTS

PROJECT ADDRESS (Street, Suite #):		Parcel(s) #:	
Subdivision/Lot #:		Residential <input type="checkbox"/>	Commercial <input type="checkbox"/>
APPLICANT:		Phone:	Fax:
Address (Street, City, State, Zip):		E-Mail Address:	
PROPERTY OWNER:		Phone:	Fax:
Address (Street, City, State, Zip):		E-Mail Address:	
CONTACT PERSON:		Phone:	Fax:
Address (Street, City, State, Zip):		E-Mail Address:	
CONTRACTOR:*		Phone:	Fax:
Address (Street, City, State, Zip):		E-Mail Address:	
<i>*All Contractors & subcontractors must have a valid City of Anacortes business license prior to doing work in the City. Contact the City's Finance Department at (360) 299-1968.</i>		Contractor's License #	Exp. Date:
		Business License #:	Exp. Date:
Is this work, associated with another project? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, specify: _____			
PROPOSED WORK: _____ _____ _____ _____			
<p>I declare under penalty of perjury that the information I have provided on this form/application is true, correct, and complete, and that I am the property owner or duly authorized agent of the property owner to submit a permit application to the City of Anacortes.</p> <p>Print Name: _____ Owner <input type="checkbox"/> Agent <input type="checkbox"/> (specify): _____</p> <p>Signature: _____ Date: _____</p>			

MECHANICAL:

Equipment Type:	Appliance/Equipment Information (new and relocated):	Total #:
Furnace:	Gas # _ Elec # _ Other: _____ # _____ BTUs: <100k >100k _ Location(s) _____	
Wall Heater:	Gas # _ Elec # _ Other: _____ # _____ BTUs: <100k>100k _ Location(s) _____	
Air Handler:	Gas # _ Elec # _ Other: _____ # _____ BTUs: <100k>100k _ Location(s) _____	
Water Heater:	Gas # _ Elec # _ Other: _____ # _____ BTUs: <100k>100k Location(s) _____	
AC Unit / Boiler / Heat Pump / Roof Top Unit (Circle selected):	Gas # _ Elec # _ Other: _____ # _____ BTUs: _____ <100k, _____ 100k-500k, _____ 500k-1Mil HP: _____ <3, _____ 3-15, 15-30 Location(s) _____	
Hydronic Heating:	Gas # _ Elec # _ In-Floor __ Wall Radiant __ Boiler BTUs: _____ Location _____	
Exhaust Fans (single duct):	Bath # __ Kitchen # __ Laundry # __ Other: _____ # _____	
Fireplace /Insert:	Gas # _ Elec # _ Other: _____ # _____ Location(s) _____	
Stove/Range/Oven:	Gas # _ Elec # _ Other: _ # _____ Location(s) _____	
Range Hood:	# _____ Location(s) _____	
Refrigeration Unit:	Gas # _ Elec # _ Other: _ # _____ Location(s) _____	
Outdoor BBQ:	Gas # _ Elec # _ Other: _ # _____ Location(s) _____	
Clothes Dryer & Duct:	Gas # _ Elec # _ Other: _ # _____ Location(s) _____	
Gas Piping:	# _____ Location(s) _____	
Other:	# _____ Location(s) _____	
	# _____ Location(s) _____	
TOTAL OUTLETS:		

PLUMBING FIXTURES:

Fixture Type (new and relocated):	Total #:	Fixture Type (new and relocated):	Total #:
Water Closet (Toilet):		Pressure Reduction Valve/Pressure Regulator:	
Urinal:		Backflow Prevention Device:	
Sink (kitchen, laundry, lavatory, hand, bar, slop, eye wash, etc.):		Water Service Line:	
Tub/Shower:		Drinking Fountain:	
Dishwasher:		Clothes Washer:	
Hose Bib:		Hydronic Heat in: Floor <input type="checkbox"/> Wall <input type="checkbox"/>	
Water Heater Tankless? Yes <input type="checkbox"/> No <input type="checkbox"/>		Grease Interceptor:	
Floor Drain / Floor Sink:		Water Piping:	
Refrigerator water supply (for water/ice dispenser):		Other:	
TOTAL OUTLETS:		TOTAL OUTLETS:	



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Plans shall be of sufficient clarity to indicate the location, nature, and extent of the work proposed, and conform to the provisions of the adopted International Codes and City Ordinances.

Applicant Checklist	<p>SUBMITTAL REQUIREMENTS: <i>The number indicates the number of copies for submittal (if applicable).</i></p>	PERMIT TYPE:				
		Commercial Mechanical	Residential Mechanical	Commercial Plumbing	Residential Plumbing	Office Use Only
	Plumbing & Mechanical Permit Application	1	1	1	1	
	Mechanical Plans	1				
	Structural Calculations	1				
	State Non-Residential Energy Code Compliance Form	1				
	Manufacturer's Specifications/Cut Sheets	1		1		
	Elevation View for Roof Mounted Equipment	1		1		
	Plumbing Plans			1		
	Listed & Tested Fire Stopping Assemblies			1		

1. Handouts and Standard Details may be found on the City's website at www.cityofanacortes.org or can be obtained at City Hall during normal business hours.
2. Plans/calculation/reports prepared by state licensed architects or professional engineers must be stamped and signed by the design professional.