



# CITY OF PORT ORCHARD

## Permit Center

Office located at 720 Prospect Street  
Mailing address: 216 Prospect Street  
Port Orchard, WA 98366  
(360) 874-5533 • permitcenter@cityofportorchard.us

### COMMERCIAL PLUMBING / MECHANICAL PERMIT APPLICATION

AN INCOMPLETE APPLICATION WILL NOT BE ACCEPTED

**PROPERTY INFORMATION:**

Site Address: \_\_\_\_\_  
Parcel Number: \_\_\_\_\_  
Property Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Sewer Provider: \_\_\_\_\_ Water Provider: \_\_\_\_\_

**CONTACT INFORMATION:**

Applicant Name: \_\_\_\_\_  
Applicant Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**CONTRACTOR INFORMATION:**

Contractor: \_\_\_\_\_ Contact Name: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Contractor's Mailing Address: \_\_\_\_\_  
Contractor's License/Registration #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
City Business License:  Yes  No (Apply online at: [bls.dor.wa.gov](http://bls.dor.wa.gov)) Revenue Tax# (UBI): \_\_\_\_\_

I certify that the contractor(s) (general or specialty) who will perform any of the services for which this permit is issued, is registered with the State of Washington, Department of Labor & Industries, in compliance with chapter 18.27 RCW (law of 1963). \_\_\_\_\_  
*Applicant initial here*

**PROJECT INFORMATION:**

APPLICATION TYPE:  Plumbing Only  Mechanical Only  Combined Mechanical And Plumbing  
CONSTRUCTION TYPE:  Commercial  Industrial  Mixed Use  Multi-Family  
TYPE OF WORK:  New Install  Alteration / Replacement  Other: \_\_\_\_\_

**SCOPE OF WORK.**

*Be specific. Equipment and fixtures not specifically listed on your application will not be included on the permit.*

\_\_\_\_\_  
\_\_\_\_\_

**SUBMITTAL REQUIREMENTS** (check the box for each item included with this application):

- 2 copies of this application.
- 2 copies of plumbing detail drawings with fixture units and sizes noted, as applicable.
- 2 copies of mechanical detail drawings, as applicable. Equipment schedule is required on plans.
- 2 copies of a site plan if devices are located outside of the building.
- 2 copies of engineering plans and/or calculations with original stamp/signature, as applicable.
- 2 copies of manufacturer's installation manual, as applicable.

Enter the quantity of fixture types for this project:

PLUMBING FIXTURE TYPE	QTY	FEE EACH	MECHANICAL FIXTURE TYPE	QTY	FEE EACH
Backflow prevention device: 2 inches or less		\$9.80	Air Handling Unit 10,000 CFM or less		\$14.80
Backflow prevention device larger than 2 inches		\$15.00	Air Handling Unit more than 10,000 CFM		\$18.10
Clothes Washing Machine		\$9.80	Class 1 Hood and Duct Systems		
Dish Washer		\$9.80	<i>A separate Fire Suppression System application is required. Use Forms #200 and #205.</i>		\$10.65
Drainage Pipe or Vent Pipe Repair or Alteration		\$9.80	Class 2 Hood and Duct Systems		\$10.65
Drinking Fountain		\$9.80	Clothes Dryer with Exhaust		\$10.65
Floor Drain		\$9.80	Compressors		\$14.70
Hose Bib		\$1.00	Cook Stove with Exhaust		\$10.65
Grease Interceptor		\$9.80	Duct Change without new Furnace		\$13.70
Industrial Sand/Oil Interceptor		\$9.80	Evaporative Cooler ( <i>permanently installed</i> )		\$10.65
Lawn Sprinkler / Landscape Irrigation System with Backflow Device		\$9.80	Fan for Bath or other exhaust		\$7.25
Medical Equipment, Kidney Machine		\$9.80	Furnace and Ducting <i>100,000 BTU or less</i>		\$14.80
Medical Gas System <i>with up to 5 Outlets</i>		\$50.00	Furnace and Ducting <i>over 100,000 BTU</i>		\$18.20
Medical Gas Additional Outlets <i>in excess of first 5</i>		\$5.00	Gas Pipe System (propane, natural gas, or oil); includes 1 <sup>st</sup> four outlets		\$10.65
Misc. Plumbing ( <i>list</i> ):		\$9.80	Gas outlets in excess of first four		\$2.00
Roof Drain		\$9.80	Gas Pipe / Water Heater / Furnace combo		\$35.45
Exterior Sewer Line Repair / Replace		\$50.00	Mechanical system pumps		\$10.65
Sink: Lavatory, Kitchen, Mop, or Bar Sink		\$9.80	Misc. Mechanical ( <i>list</i> ):		\$10.65
Sink: Compartment Sink		\$9.80	Propane Tank, installed		\$10.65
Sink: Floor Sink and/or Indirect Waste		\$9.80	Radiant Heater ( <i>wall, floor, ceiling, recessed</i> )		\$10.65
Sink: Shampoo		\$9.80	Unit Heater: Suspended or Floor Mount		\$14.80
Toilet, Water Closet, Bidet or Urinal		\$9.80	Water Heater: Gas Water Heater, Vent and Combustion Air		\$10.65
Tub with or without Shower, or Shower		\$9.80			
Water Heater		\$9.80			
Exterior Water Line Repair / Replace		\$50.00			
Interior Water Pipe Repair and/or Change		\$9.80			
Other ( <i>describe</i> ):		\$9.80			
<b>Plumbing Permit Fee</b> ( <i>on all plumbing permits</i> )	<b>1</b>	<b>\$23.50</b>	<b>Mechanical Permit Fee</b> ( <i>on all mechanical permits</i> )	<b>1</b>	<b>\$23.50</b>
<b>All permits are charged a \$10.00 Technology Fee</b>					

**Applicant's Signature:** The applicant is the primary contact for all project-related questions and correspondence. The Permit Center will email or call the applicant with requests for and/or information about the application. The applicant is responsible for communicating information to all parties involved with the application. It is the responsibility of the applicant to ensure their contact information is accurate and that their email account accepts email from the Permit Center.

I affirm that all answers, statements, and information submitted with this application are correct and accurate to the best of my knowledge.

X \_\_\_\_\_ DATE: \_\_\_\_\_  
*Applicant's Signature*