



**BUILDING DIVISION**

# MECHANICAL PERMIT APPLICATION

Public Services Department  
408 N. Spokane St. – Post Falls, ID 83854  
Phone: (208)773-8708 Fax: (208)773-2505  
www.postfallsidaho.org

**TYPE OR PRINT CLEARLY USING BLACK OR BLUE INK ONLY**  
Fill out all sections as fully as applicable in order to expedite the approval process.  
A separate building permit application is required for each structure including for each town house.

### PROPERTY INFORMATION

PROJECT ADDRESS: \_\_\_\_\_ SUITE/ UNIT #: \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_ PHONE #: \_\_\_\_\_

ADDRESS (IF DIFFERENT THAN ABOVE): \_\_\_\_\_

CONTACT (IF DIFFERENT THAN OWNER): \_\_\_\_\_ PHONE #: \_\_\_\_\_

PROJECT DESCRIPTION: \_\_\_\_\_ VALUATION: \_\_\_\_\_

RESIDENTIAL PROJECT \_\_\_\_\_ COMMERCIAL PROJECT \_\_\_\_\_

**ON THE REVERSE SIDE OF FORM YOU MUST MARK TYPES AND QUANTITIES OF MECHANICAL EQUIPMENT**

### CONTACT INFORMATION

CONTRACTOR: \_\_\_\_\_ PHONE #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY, STATE, ZIP: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

LICENSE #: \_\_\_\_\_ EXPIRATION: \_\_\_\_\_

MECHANICAL ENGINEER: \_\_\_\_\_ PHONE #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY, STATE, ZIP: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

I hereby certify that I have read and examined this application and know the same to be true and correct.  
This application does not authorize any type of work to be started.  
This application becomes null and void if not purchased within 180 days from submittal date below.

\_\_\_\_\_  
SIGNATURE OF PROPERTY OWNER/ AGENT/ OR CONTRACTOR DATE

\_\_\_\_\_  
PLEASE PRINT NAME

**YOU MUST NOTE THE QUANTITY OF EACH ITEM THAT IS APPLICABLE TO YOUR PROJECT**

		<b>QTY</b>	<b>Amount</b>	<b>TOTAL</b>
<b>Processing Fee on all permits</b>	BM01	<b>1</b>	<b>\$45.00</b>	<b>\$45.00</b>
Furnace, All Types under 100,000 BTU, including ductwork and vents	BM02		\$18.00	
Furnace, All Types over 100,000 BTU, including ductwork and vents	BM03		\$22.00	
Appliance venting/ Combustion air/ Miscellaneous not covered by other permits	BM04		\$15.00	
Gas Fireplace	BM05		\$25.00	
Residential Range Hood	BM06		\$16.00	
Gas Water Heater	BM07		\$15.00	
Ventilating fans i.e. bath fans, exhaust fans	BM08		\$10.00	
Gas Piping, <b>each outlet</b>	BM09		\$ 5.00	
Clothes Dryer	BM27		\$16.00	
Heat Pump, A/C 0-3 tons, Boiler/Refrig/RTU 1-100M BTU	BM10/15		\$16.00	
Heat Pump, A/C 3+ to 15 tons, Boiler/Refrig/RTU 101-500M BTU	BM11/16		\$30.00	
Heat Pump, A/C 15+ to 30 tons, Boiler/Refrig/RTU 501-1,000M BTU	BM12/17		\$40.00	
Heat Pump, A/C 30+ to 50 tons, Boiler/Refrig/RTU 1,001-1,750M BTU	BM13/18		\$60.00	
Heat Pump, A/C over 50 tons, Boiler/Refrig/RTU over 1,750M BTU	BM14/19		\$100.00	
Air Handlers/Fan coil units under 10,000 CFM	BM20		\$15.00	
Air Handlers/Fan coil units over 10,000 CFM	BM21		\$20.00	
Air-to-air Heat Exchanger	BM22		\$25.00	
Evaporative Cooler	BM23		\$15.00	
Type I Hood (Commercial)	BM24		\$16.00/ft	
Type II Hood (Commercial)	BM25		\$16.00/ft	
Solid Fuel Stoves/ Inserts (Wood or Pellet Stoves)	BM26		\$25.00	
Installation/relocation of each floor/wall mounted or suspended unit heater	BM30		\$20.00	
<b>SUBTOTAL</b>				
Commercial plan review fee, 25% of equipment fees**	BM00			
<b>TOTAL</b>				

**\*\* COMMERCIAL MECHANICAL PLANS REQUIRE**

**A PLAN REVIEW FEE OF 25% ADDED TO THE ABOVE FEES**