



# FORM #601

## POTTAWATTAMIE COUNTY, IOWA MECHANICAL PERMIT APPLICATION

Receipt Number		Total Permit Amount		Permit Number		Township	
Job Address			Parcel Number				
Property Owner			Phone #				
Mailing Address							
Mechanical Contractor			Phone #				
Mailing Address			State of Iowa License #				

Building Type/Use     Commercial/Industrial     Residential     Multi-Family     Other \_\_\_\_\_

Class of Work     New     Addition     Alteration     Repair     Replacement

General Description of Work:	
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### MECHANICAL PERMIT FEES

QUANTITY	PERMIT ISSUANCE	COST	AMOUNT
01	1. For the issuance of each mechanical permit	\$23.50	\$23.50
	2. For the issuing of each supplemental permit for which the original permit has not expired, been canceled, or finale.	\$ 7.50	

### UNIT FEE SCHEDULE (The following do not include permit-issuing fee)

1. Forced Air or Gravity Type Furnaces- For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliances-			
	• Up to and including 100,000 Btu/h (29.3).	\$14.80	
	• Over 100,000 Btu/h (29.3).	\$18.20	
2. For the installation or relocation of each floor furnace, including vent.			
		\$14.80	
3. For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater.			
		\$14.80	
4. Appliance Vents- For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit.			
		\$7.25	
5. Repairs or Additions- For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code.			
		\$13.70	
6. Boilers, Compressors and Absorption Systems-For the installation or relocation of each boiler or compressor -			
	• To and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW).	\$14.70	
	• Over 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW).	\$27.15	
	• Over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW).	\$37.25	
	• Over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW).	\$55.45	
	• Over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW).	\$92.65	

QUANTITY	UNIT FEE SCHEDULE	COST	AMOUNT
<b>7. Air Handlers-For each air handling unit -</b>			
	<ul style="list-style-type: none"> <li>Including 10,000 cubic feet per minute (cfm) 4719 L/s), including ducts attached thereto (This fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code).</li> </ul>	\$10.65	
	<ul style="list-style-type: none"> <li>Over 10,000 cfm (4719L/s).</li> </ul>	\$18.10	
	<b>8. Evaporative Coolers – For each evaporative cooler other than portable type.</b>	\$10.65	
<b>9. Ventilation and Exhaust</b>			
	<ul style="list-style-type: none"> <li>For each ventilation fan connected to a single duct.</li> </ul>	\$7.25	
	<ul style="list-style-type: none"> <li>For each appliance ventilation system which is not a portion of any primary heating or air-conditioning system authorized by a permit, such as: Factory built Fire-places, Stoves, Built-in BBQ's and any solid fuel burning equipment or appliance.</li> </ul>	\$10.65	
	<ul style="list-style-type: none"> <li>For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood.</li> </ul>	\$10.65	
<b>10. Incinerators</b>			
	<ul style="list-style-type: none"> <li>For the installation or relocation of each domestic-type incinerator.</li> </ul>	\$14.50	
	<ul style="list-style-type: none"> <li>For the installation or relocation of each commercial or industrial-type incinerator.</li> </ul>	\$18.20	
<b>11. Miscellaneous</b>			
	<ul style="list-style-type: none"> <li>For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, such as; Factory built Fire-places, Stoves, Built-in BBQ's and any solid fuel burning equipment or appliance, or for which their fee is listed in the table.</li> </ul>	\$10.65	
<b>Note: If you are paying these fees with a credit card, there will be a 5% convenience fee in addition to a \$.50 administrative fee added to your fee total.</b>			<b>TOTAL AMOUNT</b>

I will save, indemnify, and keep harmless the County of Pottawattamie, its officers, employees, and agents against all liabilities, judgments cost, and expenses which may accrue against them in consequence of the granting of this permit, inspections, or use of any on-site or off-site improvements placed by virtue hereof, and will in all things strictly comply with all applicable rules, ordinances, and laws. Signature constitutes an attestation by the applicant that application complies with all covenants, conditions, and restrictions.

Applicant	Signature	Date
	Type or Print Name	
ISSUED BY:		Date

**\*INSPECTION IS REQUIRED BEFORE COVER-UP AND AT COMPLETION\***

**Inspection Requests:** It shall be the duty of the holder of the building permit or their duly authorized agent to notify the Building & Safety Division when work is ready for inspections.

- Inspections must be scheduled and recorded before 4:30 p.m. the business day before the inspection is requested.
- After Hours, Weekend and Holiday Inspections should be scheduled and the appropriate fee must be paid at least two-days before the required inspection date.
- Call (712) 328-5847 for all inspection requests.
- AM scheduled inspections will be performed from 8:30 a.m. to 12:00 noon.
- PM scheduled inspections will be performed from 12:00 noon to 4:00 p.m.
- Any special requested inspection time will need to be pre-approved by your scheduled Inspector, the day before.

**Contact Information**

Office Hours: 8:00 a.m. to 4:30 p.m.

Website: [www.pottcounty.com](http://www.pottcounty.com)

**POTTAWATTAMIE COUNTY, IOWA  
OFFICE OF PLANNING AND DEVELOPMENT \* BUILDING & SAFETY DIVISION**

COURTHOUSE ANNEX  
223 SOUTH 6<sup>th</sup> STREET, SUITE 4  
COUNCIL BLUFFS, IA 51501-4245  
TELEPHONE: (712) 328-5847  
FAX: (712) 328-4731