

GUIDELINES FOR FILLING OUT AN APPLICATION FOR
BERNALILLO COUNTY MECHANICAL PERMIT

Customer shall fill out the following items to obtain a permit.

1. Check NEW or EXISTING work
2. Check RESIDENTIAL or COMMERCIAL building
3. Address information
4. Special directions, gate codes, mobile home space #, suite #, etc

APPLIANCE COUNTS

- | | |
|------------------------|---|
| a. CENT HTG PLT | (Central Heating Plant, Forced Air Furnace) |
| b. EVAP COOLERS | (Evaporative Coolers, Swamp Coolers) |
| c. VENT SYS | (Vent System) |
| d. CLTH DRYER | (Clothes Dryer) |
| e. HOODS | (Grease/ Smoke Hoods) |
| f. WALL HTRS | (Wall Heaters) |
| g. FLOOR FURN | (Floor Furnaces) |
| h. UNIT HTRS | (Unit Heaters) |
| i. WATER HTRS | (Water Heaters) |
| j. RANGE | (Gas Range/ Stove) |
| k. B-B-Q | |
| l. RM HEATERS | (Room Heaters) |
| m. VENT FANS | (bathroom / kitchen Vent Fans, Exhaust Fans.) |
| n. LOG LIGHTER | |
| o. GAS LOGS | |
| p. AIR HANDLER | |
| q. COMBO UNITS | (Heating Cooling Combo Units) |
| r. SFTY VNT HTR | |
| s. HEAT PUMPS | |
| t. INF RD HT | (Infared Radiant Heaters) |
| u. FIRE PL | (Fire Place) |
| v. RAD HT | (Radiant Heat tubing) |
| aa. BOILER BTU | (\$11.00 up to 36,000 BTU \$20.00 over 36,001 BTU) |
| bb. REFRIG UNITS BTU | (\$11.00 up to 36,000 BTU \$20.00 over 36,001 BTU) |
| cc. AIR COND BTU | (\$11.00 up to 36,000 BTU \$20.00 over 36,001 BTU) |
| dd. ABSORP SYS BTU | |
| ee. OTHER | |
| ff. TEMP GAS/TEMP HEAT | (Temporary Gas and/or Temp Heat) |
| gg. OTHER | |
| hh. GAS OUTLET | -count ALL gas outlets that are new or re-piped |
| ii. MERC TEST | - Gas piping test for gas service in ounces on yard line and building |

Dawn
2-6-03

- jj. HI PRES (Gas piping test for gas service in POUNDS)
- kk. RE INSPEC (Re inspection Fee, RIF)
- ll. O.T. (Over time- Special Inspection)
- mm. ADMIN CHG (Administration Charge)

All buildings with separate GAS Meters shall have separate permits for each Space or Unit.

***Exception on apartments or strip mall. If calling in all merc at the same time. One permit can be pulled but it shall have (x) number of merc and (x) number of admin charges.**

Example; 3 retail units in a strip mall, all three units ready for merc. It shall have 3 merc and 3 admin. charged on permit.

Apartments shall have separate permits for each Building.

Houses with separate out buildings such as barns, pool house, guest house, garages shall have separate permits and identify building on directions line on permit.

MERC permit for existing house needing a gas meter reinstalled shall contain .
1. merc test \$5.00 2. Total gas outlets if re-piped @ \$3.00 3. Admin charge.

BOILERS with INFLOOR RADIANT HEAT. Permit shall contain
1. (x) Boilers 2. (x) radiant heat tubing 3. Admin charge



BERNALILLO COUNTY BUILDING DEPARTMENT

APPLICATION FOR A MECHANICAL PERMIT BC ACCOUNT# _____

FOR INSPECTIONS PHONE 314-0350

1 NEW _____ RESIDENTIAL _____
EXIST _____ 2 COMM _____

PERMIT NO. MG _____ DATE _____

CONSTRUCTION ADDRESS - NUMBER 3 STREET _____ QUAD _____

ZONE ATLAS _____ ROOM _____ CITY _____

DIRECTIONS 4 _____

- | | | | |
|------------------------|-----------------------|---------------------|----------------------|
| <u>a</u> CENT HTG PLNT | <u>b</u> EVAP COOLERS | <u>c</u> VENT SYS | <u>d</u> CLTH DRYER |
| <u>e</u> HOODS | <u>f</u> WALL HTRS | <u>g</u> FLOOR FURN | <u>h</u> UNIT HTRS |
| <u>I</u> WATER HTRS | <u>J</u> RANGE | <u>K</u> B-B-O | <u>L</u> RM HTRS |
| <u>M</u> VENT FANS | <u>N</u> LOG LIGHTER | <u>O</u> GAS LOGS | <u>P</u> AIR HANDLER |
| <u>Q</u> COMBO UNITS | <u>R</u> SFTY VNT HTR | <u>S</u> HEAT PUMPS | <u>T</u> INF RD HT |
| <u>U</u> FIRE PL | <u>V</u> RAD HT | | |

APPLIANCES X 7.00 \$ _____ SUBTOTAL

GA BOILER BTU _____ = _____
CC AIR COND BTU _____ = _____
EE OTHER _____

bb REFRIG. UNITS BTU _____ = _____
dd ABSORP. SYS BTU _____ = _____
FF TEMP GAS/TEMP HEAT 20.00 EA _____
gg OTHER @ _____

hh GAS OUTLET \$3.00 _____
II MERC TEST @ 5.00 _____ JJ HI PRES @ 8.00 _____
KK RE INSPEC @ \$47.00 _____ LL O.T. @ 94.00 MIN _____

MM ADMIN CHG \$23.50 _____
TOTAL FEES \$ _____

SUB TOTAL \$ _____ X BERNALILLO COUNTY MODIFIER = _____
LICENSE # _____ CONTRACTOR: _____

*Done
2-6-7*