



CITY OF EL MONTE
BUILDING DEPARTMENT
 ECONOMIC DEVELOPMENT DEPARTMENT
 City Hall West
 11333 Valley Blvd
 El Monte, CA 91731-3293
 Office: 626-580-2050 Fax: 626-580-2293

Application for Mechanical Permit

Plan Check

Permits

Updated 7/21/2014

Residential Non-Residential New Addition Alteration/T.I. Repair

Building Address			
Owner Name		Email:	
Address		Phone:	
Architect/ Engineer		Email:	
Address		Phone:	
Applicant Name		Email:	
		Phone:	
Contractor Name		Email:	
Address		Phone:	
State License #	License Type	Exp.	
Workman's Compensation		License Exp.	

Quantity	Permit Issuance Fee	\$ 28.60
	For the installation , alteration, or relocation of each refrigeration of each compressor or Adsorption unit, and for each fuel burning furnace, heater, boiler and vented decorative Appliance including vents attached thereto:	
	Up to and including 1000,000 BTU	\$28.00
	More than 100,000 BTU and up to and including 500,000 BTU	\$53.90
	More than 500,000 BTU	\$135.00
	For air inlet and air outlet served by an air-conditioning system, each or when the number of air inlets and outlets are unknown, for each 1,000 sq. ft. or fraction thereof of conditioned area	\$4.40
	For ventilation fans which serve a single register	
	Fan up to 10, each	\$16.40
	Fan over 10, each	\$5.80
	For the installation or alteration of each air handling unit for air conditioning including Ducts attached thereto:	
	Up to and including 2,000	
	Each unit up to 10	\$13.30
	Each unit over 10	\$4.10
	More than 2,000 CFM and up to and including 10,000 CFM , each	\$40.10
	More than 10,000 CFM , each	\$67.50

	For evaporative cooler other than portable type, each	\$22.60	
	For the installation , relocation or replacement of each appliance vent installed and not included in a appliance permit. VAV (variable air volume)	\$13.30	
	For ventilation system which is not a portion of any air-conditioning system for which a permit is required elsewhere in this Code, each	\$34.90	
	For the installation of commercial kitchen hood, spray booth or product conveying duct system, including the fans and ducts attached thereto, each	\$67.50	
	For the installation of fire damper, each	\$10.90	
	For the alteration of an existing duct system for which a permit is not required elsewhere in this Code.	\$28.00	
	Investigation fee for work done without a required permit shall be equal to the permit fee, but not less than:	\$347.40	
	exception: 1 or 2 family dwellings, when work is performed by owner-builder	\$173.60	
	Noncompliance fee for R-3	\$104.30	
	Noncompliance fee for other occupancies	\$208.90	
	Alternate material fee (Initial filing fee)	\$226.00	
	Per hour	\$113.00	
	Installations of the Following individual systems:		
	(I) A commercial	\$260.80	
	(II) Garage ventilation system	\$260.80	
	(III) Stairs pressurized systems	\$260.80	
	(IV) Product conveying systems	\$260.80	
	Mechanical Plan Check Fees		
	Installations where the aggregate BTU input capacity for either comfort heating or Comfort cooling is more than 500,000 BTU. Plans shall detail all the mechanical systems proposed, including comfort heating and comfort cooling systems, refrigeration systems and ventilation systems and hoods. The plan check fee of the required mechanical permit fee shall be EXCEPTION: Identical appliances of 100,000 BTU or less, installed in a single building: Up to and including 10, (shall be of permit fee) For appliance over 10, each (additional charge of its permit fee If any of the following systems is included in the work proposed, a surcharge shall be collected for each of these systems as follows:		
	(I) A commercial Type I or II hood	\$173.60	50%
	(II) Garage ventilation systems	\$173.60	
	(III) Stairs pressurization systems	\$173.60	5%
	(IV) Product Conveying systems	\$173.60	
	The Minimum plan checking fee (including all surcharges) shall be	\$113.00	
	Tenant Improvement installations requiring review to verify compliance with the State's Energy Regulations, when a building permit is not required for that work, of conditioned space, the fee shall be per 1,000 sq. ft. With a minimum fee of	\$28.00 \$56.50	
	In addition to the aforementioned fees, the Building Official may require additional charges for plan check services beyond the initial and second check when such additional work is due to changes, omissions, or errors on the part of the plan check applicant. (Fees shall be charges per hour)	\$ 113.00	
	TOTAL		