



## COMMERCIAL PLUMBING/MECHANICAL COMMUNITY DEVELOPMENT BUILDING DIVISION

806 WEST MAIN STREET • MONROE, WA 98272  
City Hall 360.794.7400 • Fax 360.794.4007

### **SUBMITTAL OPTIONS:**

- **ELECTRONIC** Submittals can be made electronically by requesting a Sharefile link at [building@monroewa.gov](mailto:building@monroewa.gov). Please see the General Guidelines (*attached*) for electronic submittals.
- **IN PERSON** If you prefer to submit hard copies in person at City Hall, please call the Permit Center @ 360-863-4501 for an intake appointment. If making application in person, please provide (1) original plus (1) copy of all checklist items in addition to a CD with individual PDFs of each of the required items.

### **SUBMITTAL CHECKLIST:**

- ◇ **APPLICATION FORM** - Original of the Combined Permit Application form
- ◇ **SITE PLAN** - A drawing at a scale of not less than one inch for each fifty feet (1" = 50')
- ◇ **FLOOR PLAN** – Showing location of fixtures
- ◇ **LINE DRAWINGS** – To include water supply lines, drains, vent pipes, valves (If applicable)
- ◇ **STRUCTURAL CALCULATIONS/PLANS** - (For rooftop units)
- ◇ **PLUMBING/MECHANICAL FIXTURE COUNT SHEET** - (Attached)
- ◇ **MANUFACTURER'S SPECIFICATIONS ON APPLIANCES/EQUIPMENT**
- ◇ **WASHINGTON STATE ENERGY CODE COMPLIANCE FORM** - Following is the link:  
<http://www.energy.wsu.edu/buildingefficiency/energycode.aspx>
- ◇ **COPY OF LABOR & INDUSTRIES CONTRACTOR'S LICENSE**
- ◇ **SNOHOMISH HEALTH DISTRICT APPROVAL** - The written approval(s) of the Snohomish Health District (If required).

### **Adopted State Codes – Effective February 1<sup>st</sup>, 2021**

The City of Monroe enforces the following Washington State Building Codes and amendments; the Washington Administrative Code (WAC) title 51 and as amended by the Monroe Municipal Code Title 15:

- 2018 ICC Energy Conservation Code with State amendments
- 2018 International Building Code
- 2018 International Existing Building Code
- 2018 International Fire Code
- 2018 International Fuel Gas Code
- 2018 International Mechanical Code
- 2018 International Property Maintenance Code
- 2018 International Residential Code
- 2018 International Swimming Pool and Spa Code
- 2018 Uniform Plumbing Code



**COMMERCIAL PLUMBING/MECHANICAL  
COMMUNITY DEVELOPMENT  
BUILDING DIVISION**

806 WEST MAIN STREET • MONROE, WA 98272  
City Hall 360.794.7400 • Fax 360.794.4007

**Structural Design Criteria**

Seismic Design Category: **IRC/IBC** - D1/D2

Basic Wind Speed: 85 mph

Exposure Category: B

Frost Depth: 18"

Snow load: 25 lbs/sq ft

\*A soils investigation is required for commercial projects, residential short plats, subdivisions and in some instance's residential lots.

**ANY OTHER ITEMS DEEMED NECESSARY BY THE ZONING ADMINISTRATOR**

**PLUMBING AND MECHANICAL FEES (PER UNIT) – TABLE 103.4.2 (A)**

Commercial plumbing & mechanical permits are required to submit line drawings. A plan review fee of 65% for plumbing and 25% for mechanical are assessed at the time of submittal. All permits are subject to a 5% technology fee.

#	<u>Plumbing</u>	
	Additional plan review fees / hr.	\$ 50.00
	Backflow Assembly	\$ 10.00
	<b>Base Plumbing Fee</b>	<b>\$ 30.00</b>
	Bath/Shower Combo	\$ 10.00
	Bathtub or soaking tub	\$ 10.00
	<b>Building Main Waste</b>	<b>\$ 30.00</b>
	Clothes Washer	\$ 10.00
	Dishwasher – residential/ commercial	\$ 10.00/ \$20.00
	Drinking Fountain	\$ 10.00
	Floor Drains	\$ 10.00
	Floor Sink	\$ 10.00
	Grease Interceptor < 1000 gal.	\$ 25.00
	Grease Interceptor 1000 gal. or greater	\$100.00
	Hose Bibb	\$ 10.00
	Icemaker / Refrigerator	\$ 10.00
	Kitchen Sink and/or Disposal	\$ 10.00
	Laundry Tray	\$ 10.00
	Lavatory	\$ 10.00
	Med Gas Piping<5 inlets/outlets	\$ 60.00
	Med Gas Piping>5 inlets/outlets (per unit)	\$ 5.00
	<b>Other/misc.</b>	
	PW inspection fee for backflow	\$ 34.13
	Pretreatment Interceptor	\$10.00
	Reinspection fee (all)	\$ 50.00
	Roof Drains	\$ 10.00
	Side sewer inspection/install	\$ 75.00
	Sewer repair	\$ 25.00
	Shower (only)	\$ 10.00
	Sink (bar, service, etc.)	\$ 10.00
	<b>Supplemental Permit Fee (amend existing permit)</b>	<b>\$ 10.00</b>
	Tankless Water Heater	\$ 10.00
	Toilets	\$ 10.00
	Urinal	\$ 10.00
	Water Heater	\$ 10.00
	Water installation and/or repair (includes fire supply lines)	\$ 25.00

#	<u>Mechanical</u>	
	Additional plan review fees/ hr.	\$ 50.00
	Air Cond. Unit < 100 Btu/h	\$ 40.00
	Air Cond. Unit > 100 Btu/h	\$ 50.00
	Air Cond. Unit > 500 Btu/h	\$ 52.00
	Air Handling Units	\$15.00
	<b>Base Mechanical Fee</b>	<b>\$ 30.00</b>
	Boiler < 100Btu/h >3hp	\$ 25.00
	Boiler > 1 million Btu/h < 50hp	\$ 70.00
	Boiler > 1.5million Btu/h <50hp	\$100.00
	Boiler > 100Btu/h 3-15hp	\$ 40.00
	Boiler > 500Btu/h 15-30hp	\$ 52.00
	Comm. Hood - Type I	\$ 50.00
	Comm. Hood - Type II	\$ 25.00
	Dryer Ducting	\$ 10.00
	Ductwork (drawings req.)	\$ 20.00
	Evaporative Coolers	\$ 15.00
	Exhaust/Ventilation Fans	\$ 15.00
	Fireplace/Insert/Stove	\$ 15.00
	Forced Air Heat < 100 Btu/h	\$ 25.00
	Forced Air Heat > 100 Btu/h	\$ 40.00
	Gas Clothes Dryer	\$ 15.00
	Gas Fired AC < 100 Btu/h	\$ 25.00
	Gas Fired AC > 100 Btu/h	\$ 40.00
	Gas Fired AC > 500 Btu/h	\$ 52.00
	Gas Piping < 5 units	\$ 10.00
	Gas Piping > 5 units (per unit)	\$ 2.00
	Heat Exchangers	\$ 15.00
	Heat Pump or Condensing unit	\$ 20.00
	Hot Water Heat Coils	\$ 15.00
	<b>Other/Misc.</b>	
	Pkg. Units < 100Btu > 100Btu	\$ 50/80
	Range/Cook top-Gas Fired	\$ 15.00
	Refrigeration Unit < 100 Btu/h	\$ 25.00
	Refrigeration Unit > 100 Btu/h	\$ 40.00
	Refrigeration Unit > 500 Btu/h	\$ 52.00
	Residential Range Hood	\$ 10.00
	Reinspection fee (all)	\$ 50.00
	<b>Supplemental Permit Fee (amend existing permit)</b>	<b>\$ 10.00</b>
	Unit Heaters < 100 Btu/h	\$ 25.00
	Unit Heaters > 100 Btu/h	\$ 40.00
	VAV Boxes	\$ 10.00
	Wall Heater – gas fired	\$ 25.00
	Water Heater – gas fired	\$ 15.00