



225 FIFTH STREET
SPRINGFIELD, OR 97477
PHONE (541)726-3753
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Application Date: _____
Permit #: _____
Installation Address: _____

COMMERCIAL MECHANICAL PERMIT WORKSHEET

In order to determine code compliance of the proposed installation please provide the following information in addition to the permit application: 1) Legible copies of the new equipment’s manufacturer’s listing, cutsheets and installation instructions, 2) ComCheck energy compliance forms, and 3) *when required, wet-signed engineering calculations and structural details for seismic bracing. Please complete all fields- use N/A where not applicable.

	<u>Old Equipment</u>	<u>New or Replacement Equipment*</u>
Type & Model	_____	_____
Unit Weight*	_____	_____
Capacity (BTU, Ton, etc.)	_____	_____
Efficiency Rating (HSPF, SEER, etc.)	_____	_____
Outdoor Air supplied (CFM)**	_____	_____
Ventilation supplied (CFM)**	_____	_____
Exhaust Rate (CFM)**	_____	_____
Structural Seismic Bracing*	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Is this installation within a Special Flood Hazard Area as determined by FEMA? Yes No

Prepared and signed by: Building Owner Contractor Design Professional

I certify that the information provided above is complete and accurate to the best of my knowledge:

Signed: _____ Date: _____

Print Name: _____

CCB or Design Professional License Number: _____

* New and replacement equipment shall have seismic bracing designed by an Oregon Registered Engineer and installed in accordance with the Engineer’s design per OSSC 1613.7.6, 1613.7.7 and ASCE 7-05 section 13.1.4.

Exceptions:

1. Equipment weighing 400 pounds or less and mounted 4 feet or less above a floor or roof level.
2. Components weighing 75 pounds or less. (5 pounds for distribution systems)
3. Replacement equipment which weighs the same or less than the equipment it replaces, uses the same seismic attachment and bracing, and is installed in the exact same location as the old equipment will be field-evaluated by the Inspector for compliance. Additional bracing and accompanying engineering may be required based on the Inspector’s evaluation. The original Engineering for the replaced equipment if provided for review may be acceptable.

**If outdoor air supply, ventilation or exhaust rate is reduced, provide calculations, specifications and plans for the mechanical ventilation system including the required outdoor air ventilation and the required exhaust ventilation showing compliance with OMSC Section 403/Table 403.3