

## Mechanical Permits

### When is a Permit Required?

A person, firm or corporation shall not erect, construct, enlarge, add to, alter, repair, replace, move, improve, remove, install, convert, demolish, equip, use, occupy or maintain a structure or building, service equipment or cause same to be done without first obtaining a permit from the Public Works Department.

### How Do I Obtain a Mechanical Permit?

Complete and submit an application to the Public Works Department. Licensed contractors must be registered with the City of Watauga. Homeowners may do the work themselves and no special test or registration is required.

However, in order to perform your own mechanical work, you must be the homeowner of record as shown on record at the County Tax Office or present proof that you currently own and occupy the dwelling. Landlords or owners of leased properties will be required to use a licensed contractor.

### How Long Does it Take to Obtain a Permit?

Normally, a mechanical permit is issued while you wait, however, extremely large projects could take longer.

### Where Do I Go to Obtain a Mechanical Permit?

Mechanical permits may be obtained at the Public Works Department in the Water Tower located at 7800 Virgil Anthony Sr. Boulevard. You can also download a printable permit application [here](#).

### Can I Do Mechanical Work on My Home?

#### **Homeowner**

1. In order to perform your own mechanical work, you must present proof that you currently own and occupy the dwelling
2. Apply for and secure a permit and pay the required fees
3. Do all work in accordance with the 2012 International Mechanical Code
4. Request inspections

5. Obtain final inspection from the Watauga Building Inspector

**Contractor**

1. Must be a registered mechanical contractor with the City of Watauga
2. Follow steps 2, 3, 4 and 5 listed above for homeowners

**Registration Requirements**

To register with the City of Watauga, a current mechanical license, current driver's license, proof of insurance, and a registration fee of \$50.00 are required. Registration expires on December 31st of that current year.

## Mechanical Permits

	Permit Fee	Per
Inspections outside normal business hours (min. charge 2 hr.s)	\$60.00	per hour
Reinspection fees	\$55.00	per hour
Inspections for which no fee is specifically indicated (min. charge 1 hr.)	\$60.00	per hour
Issuance of each permit	\$45.00	Each
Supplemental Permit	\$25.00	Each

## Heating Permits

Installation/Relocation of each forced-air or gravity type furnace or burner, including ducts and vents attached to each appliance up to and including 100,000 Btu/H (29.3 kW)	\$15.00	Each
Installation/Relocation of each forced-air or gravity type furnace or burner, including ducts and vents attached to each appliance over 100,000 Btu/H (29.3 kW)	\$20.00	Each
Installation/Relocation of each floor furnace including vent	\$15.00	Each
Installation/Relocation of suspended heater, recessed wall heater, or floor mounted unit heater	\$15.00	Each
Installation/Relocation/Placement of each appliance vent installed and not included in	\$10.00	Each

Repair/Alteration/Addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption unit, or evaporative cooling system, including installation of controls regulated by the Mechanical Code	\$15.00	Each
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## A/C Permits

Installation/Relocation of Each Boiler or Compressor		
To and including 3 horsepower (10.6kW) to and including 15 horsepower (52.7 kW) or ea	\$20.00	Each
To and including 3 horsepower (10.6kW) to and including 15 horsepower (52.7 kW) or ea	\$30.00	Each
Over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW) or each abs	\$40.00	Each
Over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW) or each absc	\$60.00	Each
Over 50 horsepower (176 kW) or 1,750, 000 Btu/h (512.9 kW)	\$100.00	Each

## Air Handlers

Air handling unit to and including 10,000 cubic feet per minute cfm (4,719 L/s)including ducts attached therto	\$19.00	Each
Air-handling unit over 10,000 chrm (4,719 L/s)	\$30.00	Each

**Mechanical Permits**

Evaporative Cooler other than portable Type

**Permit Fee****Per**

\$17.04

Each

**Ventilation and Exhaust**

Ventilation Fan connected to a single duct

\$11.60

Each

Ventilation System which is not a portion of any heating or air conditioning system authorized by a permit

\$17.04

Each

Installation of each hood which is served by mechanical exhaust, including the ducts for such hood

\$20.00

Each

**Incinerator**

Installation/Relocation of each domestic type incinerator

\$29.12

Each

Installation/Relocation of Commercial or Industrial Type Incinerator

\$40.00

Each

**Miscellaneous Fees**

Appliance or piece of equipment regulated by the Mechanical Code but not classed in other Appliance Categories for which no other fee is listed

\$15.00

Each

Fuel, Gas, Piping of one to four outlets

\$7.00

Each (\$1.50 Each Additional Outlet)

Processing Pipe Permit Fees

Hazardous Process Piping System (HPP)

\$5.00

Each for One to Four Outlets

\$1.00

Each for Five or More Outlets

Non-Hazardous Process Piping System

\$2.00

Each for One to Four Outlets

\$0.50

Each for Five or More Outlets