



# MECHANICAL PERMIT APPLICATION

Missoula County Building Inspection Division  
6089 Training Drive, Missoula MT 59808  
Office: (406) 258-3701 / Fax: (406) 258-4864

MM # \_\_\_\_\_

[permits@missoulacounty.us](mailto:permits@missoulacounty.us)  
[www.missoulacounty.build](http://www.missoulacounty.build)

APPLIED DATE: \_\_\_\_\_ ISSUED DATE: \_\_\_\_\_

2022

## INSTRUCTIONS

**All sections must be completed with the required information, or the application will not be processed. Please read all conditions on this application before signing. The property owner and/or licensed contractor must sign and date the application. If the Owner has hired a Mechanical Contractor, that Contractor should apply for this permit themselves. A separate permit application is required for each building or structure except townhouses or commercial tenant spaces where each unit requires a permit.**

PROJECT ADDRESS: \_\_\_\_\_ Bldg.# \_\_\_\_\_ Suite# \_\_\_\_\_ Unit# \_\_\_\_\_ Apt# \_\_\_\_\_

Please use [www.gis.missoulacounty.us](http://www.gis.missoulacounty.us) to confirm address is in Missoula County & not City of Missoula

\*\*If applicable enter Building Permit number here – MB# \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_ Mobile Home Park: \_\_\_\_\_

GEOCODE FOR PROPERTY \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ OR TAX ID# \_\_\_\_\_

### RESIDENTIAL PROJECT

\_\_\_\_ New Single-Family Residence    \_\_\_\_ Duplex    \_\_\_\_ Multi-Family \_\_\_\_ #Units    \_\_\_\_ Remodel/Addition  
\_\_\_\_ Detached Accessory Structure

### COMMERCIAL PROJECT

\_\_\_\_ New Construction    \_\_\_\_ Remodel/Addition    \_\_\_\_ Cell Tower    \_\_\_\_ Other \_\_\_\_\_  
\_\_\_\_ Change Of Use/Tenant Improvement (Specify Use) \_\_\_\_\_

Business Name: \_\_\_\_\_

#### APPLICANT / CONTACT PERSON

Name: \_\_\_\_\_ Phone# \_\_\_\_\_ Email: \_\_\_\_\_

**“PROPERTY” OWNER** \*\*Must match owner found at [www.gis.missoulacounty.us](http://www.gis.missoulacounty.us)

Name: \_\_\_\_\_ Phone# \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

#### CONTRACTOR SAME AS OWNER

Name: \_\_\_\_\_ Phone# \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

#### TENANT (if other than owner)

Name: \_\_\_\_\_ Phone# \_\_\_\_\_ Email: \_\_\_\_\_

### PROPOSED WORK

#### FEES

\*\*Check Applicable Box Below

<input type="checkbox"/>	RESIDENTIAL PERMIT ISSUANCE FEE	\$44.00
<input type="checkbox"/>	AIR QUALITY PERMIT FEE (No Permit Issuance Fee applies)	\$29.00
<input type="checkbox"/>	SUPPLEMENTAL PERMIT FEE (Only if original permit is not expired, canceled, or completed)	\$13.00

\*\*You may not extend other applicants permits

#### RESIDENTIAL FURNACES/GAS/HEAT EXCHANGERS \*Includes venting & ducting

QTY    \$/EA

Install or Relocate of each Forced Air, Gravity Type, Burner or Gas Heat Exchanger Up to & including 100,000 BTU/HR		\$29.00
Install or Relocate of each Forced Air, Gravity Type, Burner, or Gas Heat Exchanger over 100,000 BTU/HR		\$34.00

#### RESIDENTIAL HEATERS \*Includes venting & ducting

QTY    \$/EA

Install or Relocate Suspended Unit Heater		\$29.00
Install or Relocate Recessed Wall Heater		\$29.00
Install or Relocate Floor Mounted Furnace		\$29.00
Install or Relocate Gas Fireplace insert		\$29.00

Radiant Floor Heat **excluding boiler		\$29.00
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<b>RESIDENTIAL BOILERS,COMPRESSORS,WATER HEAT EXCHANGER *Includes venting &amp; ducting</b>	<b>QTY</b>	<b>\$/EA</b>
Mini Split or PTAC Units		\$29.00
Install or Relocate each Boiler, Steam or Hot Water Heat Exchanger up to including 100,000 BTU/HR; or Roof Top Units up to and including 3 Ton		\$29.00
Install or Relocate each Boiler, Steam or Hot Water Heat Exchanger over 100,000 BTU/HR up to including 500,000 BTU/HR; or Roof Top Units over 3 Ton up to & including 15 Ton		\$48.00
Install or Relocate each Boiler, Steam or Hot Water Heat Exchanger over 500,000 BTU/HR up to including 1,000,000 BTU/HR; or Roof Top Units over 15 Ton up to & including 30 Ton		\$64.00
Install or Relocate each Boiler, Steam or Hot Water Heat Exchanger over 1,000,000 BTU/HR up to including 1,750,000 BTU/HR; or Roof Top Units over 30 Ton up to & including 50 Ton		\$99.00

<b>RESIDENTIAL AIR TO AIR HEAT EXCHANGERS *Includes venting &amp; ducting</b>	<b>QTY</b>	<b>\$/EA</b>
Air to Air Heat Exchanger or HRV		\$20.00
Air Handling Unit or Fan Coil Unit up to including 10,000 (CFM)		\$20.00
Air Handling Unit or Fan Coil Unit over 10,000 (CFM)		\$34.00

**\*\*NOTE:** The above fees do not apply to air-handling units which are a portion of a factory assembled appliance, cooling unit or evaporative cooler for which a permit is required elsewhere in the IMC

Evaporative / Swamp Coolers *Excludes portable types		\$20.00
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<b>RESIDENTIAL VENTING/EXHAUST &amp; COMBUSTION AIR DUCTING</b>	<b>QTY</b>	<b>\$/EA</b>
Install, Relocate or Replace each appliance vent OR combustion air vent		\$13.00
For Each Ventilation Fan Connected to a Single Duct (i.e.: bath fans)		\$13.00
For Each Ventilation System or ductwork which is not a portion of any heating or air conditioning system authorized by a permit.		\$20.00

<b>RESIDENTIAL MISCELLANEOUS</b>	<b>QTY</b>	<b>\$/EA</b>
Install, Relocate or Replace Wood Stove or Solid Fuel Appliance (includes chimney vent)		\$58.00
Environmental Health – Outside Air Stagnation zone / EPA approved wood Stove **Required Make _____ and Model _____		\$ 0.00
Appliance or piece of Equipment regulated but the IMC but not in any above categories for which a fee is listed. I.e.: Generator		\$20.00

<b>GAS &amp; FUEL PIPING</b>	<b>QTY</b>	<b>\$/EA</b>
Gas Piping 1-4 outlets	1-4	\$16.00
Gas Piping over 4 per outlet		\$ 8.00

#### COMMERCIAL, NON-RESIDENTIAL & OTHER FEES

The Mechanical Permit fee for all other installations (commercial, industrial, institutional, public use or for which a fee is not listed above) shall be based on the project cost according to the schedule below. The project cost shall be the cost to the Owner for all labor and materials used in the work covered by this permit. Round cost to the nearest one hundred for use with the fee scheduled.

\$0 To \$500	\$86.00
\$501 To \$1000	\$86.00 For the First \$501, Plus 8.0% Balance of the Project
\$1,001 To \$10,000	\$173.00 For the First \$1,001, Plus 3.0% Balance of the Project
\$10,001 To \$50,000	\$700.00 For the First \$10,001, Plus .07% Balance of the Project
\$50,001 Or More	\$1,288.00 For the First \$50,001, Plus 0.4% Balance of the Project

Project Cost \$ \_\_\_\_\_

#### TERMS & CONDITIONS:

- This issued permit becomes invalid unless the work authorized is commenced within 180 days of the date of issuance or after commencement of work if more than 180 days pass between inspections.
- It is the duty of the Contractor/Applicant or Owner to assure that all required inspections are scheduled 24hrs in advance and approved by the Missoula County Building Inspector. Furthermore, it shall be the duty of the inspection requestor to coordinate & provide access to and means for the inspection of the work.
- A homeowner may secure a permit and plumb their own Primary Residential buildings for their private use only. Buildings used as rentals, businesses, etc. and all contract work must be performed by a licensed plumbing contractor using only licensed plumbers. Hired plumber must sign & apply for their own permit. Reference MCA & ARM listed below.
- This permit was not reviewed for compliance with zoning, floodplain, or conditions of subdivision approval.
- The individual who signs this application assumes all responsibility and liability for the work performed as specified herein.
- I hereby certify that I have read and examined this application and know the same to be true and correct and agree to perform the electrical work in accordance with all *Title 50, Chapter 60, Section 5 MCA*. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction and that I make this statement under penalty of perjury.

\_\_\_\_\_  
SIGNATURE OF PROPERTY OWNER

\_\_\_\_\_  
PRINT PROPERTY OWNER NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF MECHANICAL CONTRACTOR

\_\_\_\_\_  
PRINT MECHANICAL CONTRACTOR

\_\_\_\_\_  
DATE

\*\*\*FOR OFFICE USE ONLY BELOW THIS POINT\*\*\*

ADMIN FEE \$ \_\_\_\_\_ PENALTY FEE \$ \_\_\_\_\_ TOTAL FEES \$ \_\_\_\_\_ DATE: \_\_\_\_\_

CASH  CHECK # ( \_\_\_\_\_ )  CREDIT/DEBIT CARD Authorization # \_\_\_\_\_