

APPLICATION REQUIREMENTS - Mechanical

PRHV

1&2 Family, Multi-Family and Commercial

General Requirements

All submittal requirements must have documents completed and submitted for review.

- [Application Form](#): Building Permit Application
- **Mechanical Plans**: Plans showing scope of work, signed and sealed, if applicable.

Exhaust Hood System: Kitchen floor plan and cooking equipment layout beneath the proposed exhaust hood.

Roof Plan that identifies anything within 10 ft. radius of the exhaust discharge. For wall terminations show everything within a 10ft. radius of the exhaust discharge both horizontally and vertically. For a sloped roof, identify the location and size of the platform to be used to provide a safe working surface for the cleaning and servicing of ducts.

Plans identifying the construction of any walls or ceilings with 18 inches of the hood and/or duct. If less than 18 inches, identify the distance, area, and the clearance reduction method to be used.

Manufacturers Specification Sheets - manufacturers specification sheets for any fire wrap, access panel, doors, ceiling tiles, fans, etc.

Exhaust Duct plans identifying the length of the exhaust duct and all cleanout access panels.

Cooling Tower: Sealed Engineered drawings for units over 15 tons.

Refrigeration (Walk-in cooler, freezer, chiller, etc): Plans showing layout of equipment. Sealed engineered drawings for units over 15 tons.

New mini-split: Plans showing location of installation. Energy and Load calculations specific to

Additional Requirements

Additional documents may be required based on information provided or prior to inspections.

- **Site Planning Document**: For cooling tower & refrigeration: Site plan showing size, location, setbacks and dimensions of the equipment.
- [Private Provider Package](#): Required if a Private Provider is performing inspections or plan review.
- [Owner-Builder Affidavit](#): For owners of property when acting as their own contractor and providing direct, onsite supervision themselves of all work not performed by licensed contractors. Document must be signed in person and notarized by Collier County Growth Management staff.
- [A/C Checklist](#)