



Walk-In Cooler - Commercial Permit Guidelines

****ALWAYS a stand-alone permit. Walk-in cooler will NOT be included in remodel, addition or new construction permits****

*Inside (sealed plans not required)

*Outside (sealed plans required)

Applied for by Mechanical Contractor

- Miscellaneous application
- Four (4) copies of floor plan showing location of walk in cooler, location of condensing unit and condensate drain termination.
- Four (4) copies of electrical layout.
- Four (4) copies of cooler installation details and specs.
- Four (4) copies of site plans showing all setbacks. (if exterior cooler)
- Certified copy of recorded Notice of Commencement if value \$2500 or greater

Description: OFFICE USE ONLY

Business name, unit #

Route to: OFFICE USE ONLY

Mechanical	Fire	SDR (if outside)
Electrical	Building/Zoning (if outside)	

Processing: OFFICE USE ONLY

- Permit Type: Walk in Cooler
- Subtype: Commercial or Commercial W N/C

Inspections:

- | | |
|---------------------------------|----|
| • Notice of Commencement (NOC) | 10 |
| • Electric rough (010) | 20 |
| • HVAC – Cooler Rough (616) | 20 |
| • Electrical Cooler Final (615) | 20 |
| • HVAC – Cooler Final (617) | 30 |

Fees:

- | | |
|-------------|------------------------|
| • Building | \$345.75 |
| • Surcharge | YES |
| • SDR | varies (exterior only) |

Expiration Date:

- Six (6) months if **not** associated with an open remodel, addition or new construction permit.
- Five (5) years if associated with an open remodel, addition, or new construction permit.

***These requirements are the same for walk-in-freezers and any other refrigeration system that have remote condensing units.**