



MECHANICAL EQUIPMENT PERMIT REQUIREMENTS

CITY OF MANHATTAN BEACH COMMUNITY DEVELOPMENT

1400 Highland Avenue, Manhattan Beach, CA 90266

www.manhattanbeach.gov · plancheck@manhattanbeach.gov · (310) 802-5544

Mechanical permits are required to install, alter, repair, replace, or remodel a mechanical system. Permits and inspections are necessary to verify compliance with the current Manhattan Beach Municipal Code and the 2022 California Building Standards Codes.

Permit: Mechanical Permit

Apply online through the [Citizen Self-Service Portal \(CSS\)](#)

Upload construction documents in PDF format through the same portal

Construction Documents Required

- Site Plan and/or Roof Plan showing the location of the equipment and setbacks distance to property lines & buildings, platform size and clear maintenance spaces, direction of North, Vicinity Map & access street name(s), elevation & height information of platform and screen
- Energy Compliance Certificates (CFIR or NRCC), signed, and registered if applicable
- Manufacturer's Specification Sheet(s), SEER/EER, Efficiency Rating matching energy forms
- Duct length and insulation information as applicable
- Screening Specifications if applicable, if applicable
- Drainage path around equipment and its pad or screen to proper drainage on site
- Structural calculations and plans, see below

Code Requirements Setback [MBMC 10.52.050]

Mechanical equipment, platforms, and screening may not be located beyond the front building line or in the side yard setback or building separation yards.

Height [MBMC 10.60.050]

Mechanical equipment and screening may not exceed the maximum building height limits. Elevation views and a topographic survey may be required to verify existing elevations and height.

Screening [MBMC 10.60.090, CBC 1511.6]

Exterior mechanical equipment shall be screened from view on all sides. Screening materials may have evenly distributed openings or perforations averaging fifty percent (50%) of the surface area and shall effectively screen mechanical equipment so that it is not visible from a street or adjoining lot. Structural plans and calculations are required for screening on roofs. Rooftop equipment screens shall comply with the requirements in CBC 1511.6.

Condominium/ Townhouse Developments

Written permission from the Homeowner's Association may be required as a condition of permit.

Energy Compliance Certificates (CEnC, "Title 24- Part 6")

Energy Certificate of Compliance forms signed by the Documentation Author and Responsible Designer are required.

Green Code Compliance Certificates [Section 4.507.2, CGBSC "Title 24- Part 11"]

Heating and Air conditioning system for residential building shall be sized, designed, and their equipment meeting section 4.507.2 CGBSC.

Working and Maintenance Clear Space [CMC 304, CMC 304.3]

Appliances shall be located to provide a minimum 30 inches in depth, width, and height of working clear space. Level working space platforms are required for roofs sloped 4 units vertical to 12 units horizontal (33 percent slope) or greater. Interior access to appliance on roof for building with 15 feet or more in height is required.

Guards [CMC 303.8.4, CBC 1015.6, CBC 1607.9.1, CMC 303.8.4.1]

Residential: 6 feet of clearance is required between any part of the appliance and the edge of a roof, or rigidly fixed rails, guards, parapets, or other building structures at least 42 inches in height shall be provided on the exposed side.

Multi-Family and Commercial: Where components requiring service are located within 10 feet of the edge of the roof, rigidly fixed guards, parapets, or other building structures not less than 42 inches in height shall be provided on the exposed side.

Structural Calculations and Plans for Screen and Guard [CBC 1607.9.1, CBC 1604.1, CMC 303.8.4.1]

Structural calculations and details prepared by a registered Civil or Structural Engineer or Architect are required for guards and for roof-mounted screens.

Structural Calculations and Plans for Roof-mounted Equipment [CBC Table 1607.1 item 27, CBC 1606.3, CMC 303.4, ASCE 7-16 13.1.4]

The existing structure shall be capable of supporting additional loading or shall be reinforced to support the additional loads. For new or replacement equipment exceeding 300 pounds installed operating weight at full capacity on roofs or floors, structural calculations and plans shall be prepared by a registered design professional. For new or replacement equipment exceeding 400 lbs. or with a center of mass higher than 4 feet above the adjacent floor level, structural calculations and plans shall be prepared by a registered Civil or Structural Engineer, or Architect. Note: Structural requirements may be waived with supporting documentation when existing units are to be replaced in the same location with new units of lesser weight.