



**City of El Segundo  
Planning and Building Safety Department**

**Information Sheet - Rooftop Mechanical Equipment**

A permit from the Planning and Building Safety Department is required when installing, replacing or removing rooftop equipment and in most cases can be obtained over the counter.

This information sheet is intended to assist you through the permit process.

Permits are necessary to ensure the new equipment does not overload the building's existing structural system, have proper electrical connections, and complies with other applicable codes. Additionally, the review of mechanical equipment on rooftops promotes an attractive community image by avoiding the visual blight that comes from unsightly mechanical equipment.

**The following items are required when applying for a permit:**

- Roof plan (see below for example)
- Elevation/Section plan
- Manufacturer's specification
- Description of the proposed screening of the mechanical equipment

**Code Requirements**

**Screening:**

City of El Segundo Municipal Code Section 15-2-8.C specifies that all mechanical equipment installed on rooftops shall be painted to match the building and screened from public view. The height of said screening shall be the maximum height of said equipment. The screening must be solid to comply. Structural plans may be required for the screening.

**Structural:**

ASCE 7-05 section 13.3 specifies that all equipment greater than 400 lbs need to provide structural calculations and plans stamped by a licensed engineer. (Exception: If the weight of new unit is less than the weight of existing unit structural calculations will not be required)

**Inspection:**

- Pre-demo (prior to removal of old equipment)
- Framing inspection (only if structural alteration is required)
- Final

