



# HVAC PERMIT APPLICATION

<b>Permit #</b>	<b>Fee:</b>	<b>Date:</b>
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Project Address: \_\_\_\_\_

Estimated Cost of Work: \_\_\_\_\_ Type of Work:  New  Alteration  Addition  Remodel

Description of Work: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_

Property Owner Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Contractor Representative: \_\_\_\_\_

Contractor Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

(Registration, Bond, and Certificate of Insurance required)

Application is hereby submitted for a permit to erect or alter a structure as described in this application and all accompanying paperwork/drawings which are part of this application. The undersigned agrees to build in accordance with all applicable codes, ordinances of the City, and laws of the State, and to request inspections as required, and to adhere to plans and specifications as submitted with any corrections, and understand that any violation of these conditions voids the permit. The undersigned swears and affirms that the information herein is true and accurate and acknowledges that the filing of an application containing false or incorrect information with the intent to avoid the licensing, permit, or tax requirements of the State or this City is falsification and voids this permit. Additional permits may be required.

**It is hereby specifically agreed that the undersigned will notify the Building Department to inspect the following:** footings, foundations, waterproofing, sewers, plumbing, fire protection systems, electrical and drains before drywall; fixtures, furnaces, boilers, and any other things specified by the Building Department.

Contractor Signature \_\_\_\_\_ Date \_\_\_\_\_

**All fees must be in the form of company check, certified check, bank card, or money order.  
We do not accept cash or personal checks.**

## HVAC PERMIT FEES

ITEM	RESIDENTIAL - QTY	COMMERCIAL - QTY	PRICE
<b>Base Fee</b>	<b>1 @ \$50.00 =</b>	<b>1 @ \$50.00 =</b>	<b>\$50.00</b>
Central air conditioning	@ \$50.00 =	@ \$100.00 =	
Clothes dryer	@ \$5.00 =	@ \$50.00 =	
Commercial cooking hood	@ \$25.00 =	@ \$200.00 =	
Cooling Towers		@ \$150.00 =	
Decorative appliances	@ \$25.00 =	@ \$25.00 =	
Diffusers (supply and return)	@ \$2.00 =	@ \$4.00 =	
Duct work (additional)	@ \$20.00 =	@ \$60.00 =	
Electronic air filter	@ \$8.00 =	@ \$20.00 =	
Energy vent damper	@ \$20.00 =	@ \$30.00 =	
Fire Dampers		@ \$20.00 =	
Fireplace (factory built)	@ \$55.00 =	@ \$100.00 =	
Furnace	@ \$35.00 =	@ \$50.00 =	
Gas grills	@ \$5.00 =	@ \$30.00 =	
Heating and air conditioning (combo)	@ \$75.00 =	@ \$125.00 =	
Heating systems (1 <sup>st</sup> 180,000 BTU)	@ \$50.00 =	@ \$100.00 =	
Each additional 1,000 BTU after 1 <sup>st</sup> 180,000	@ \$1.00 =	@ \$1.00 =	
Hot water boiler	@ \$25.00 =	@ \$75.00 =	
Humidifier	@ \$8.00 =	@ \$15.00 =	
Log lighters	@ \$8.00 =	@ \$15.00 =	
New or innovative systems for heating, hot water, and/or A/C	@ \$50.00 =	@ \$150.00 =	
Power operated dampers	@ \$10.00 =	@ \$25.00 =	
Space heater	@ \$30.00 =	@ \$50.00 =	
Steam boiler	@ \$35.00 =	@ \$100.00 =	
Stoves (heating)	@ \$50.00 =	@ \$100.00 =	
Variable air volume (VAV)	@ \$2.00 =	@ \$4.00 =	
Any item not included above requiring inspections	@ \$50.00 =	@ \$100.00 =	
Additional Inspections (Permit work fees will include a rough-in and final inspection)	@ \$100.00 =	@ \$100.00 =	
Residential - 1% State Surcharge; Commercial 3% State Surcharge	Subtotal x 1% =	Subtotal x 3% =	
		<b>TOTAL</b>	



# Mechanical Systems Description Form

Job Site \_\_\_\_\_  
 Address \_\_\_\_\_ Contractor \_\_\_\_\_

WORK: \_\_\_\_\_ TYPE: \_\_\_\_\_ ( ) NEW

**HEATING, VENTILATION & AIR CONDITIONING SYSTEM DESCRIPTIONS**  
 (Select items as listed)

1. Furnace location:	Basement	Garage	Attic	Other
2. Water heater location	Basement	Garage	Attic	Other
3. Condensing Unit Location	Rear Yard	Side Yard	Attic	Other
4. Furnace/Water Heater capacity:	BTU's _____			
5. Fuel Type:	Natural Gas	L.P.	Electric	
6. Furnace AFUE Rating:	80%	90% +		
7. Ductwork type:	Sheet Metal	Duct board		
8. Air conditioner capacity:				
9. Air conditioning SEER rating:	11	12	13	14 15 16
10. Location of gas meter	Front yard	Rear yard	Side yard (left)	(right)
11. Location of vent terminations for:	Dryer: front / rear / side yard / other			
	Furnace: front /rear / side yard / other			
	Water heater: front /rear / side yard / other			

**PLUMBING SYTEM DESCRIPTION** (Write in number of fixtures below)

Description	Count	Description	Count	Description	Count
Water Closets		Dishwashers		Sewage Grinders	
Lavatory Sinks		Garbage Disposals		Bidets	
Whirlpool Tubs		Drinking Fountains		Laboratory Sinks	
Hot Tubs		Urinals		Hot Water Dispensers	
Showers		Shampoo Bowls		Water Heaters	
Floor Drains		Grease/Oil Intercept		Backflow Devices	
Laundry Tubs		Floor Sinks		Washers Automatic	
				Sump Pumps	
<b>Select Size Below for Building Main Drain:</b>					
3 inch	4 inch	6 inch			
Building Water Service Size:	3/4 inch	1 inch	1 1/4 inch	1 1/2inch	2 inch
Building Water Service Type:	Copper	PVC/Plastic			
<b>ELECTRICAL SYSTEM DESCRIPTION: (write in sizes required and select items listed below)</b>					
Underground Service	Single Phase				
Overhead Service	Three Phase				