



The City of Snellville
 Department of Planning & Development
 2342 Oak Road, 2nd Floor
 Snellville, GA 30078
www.snellville.org

(770) 985-3513
 (770) 985-3514
 FAX (770) 985-3551

APPLICATION FOR HEATING & AIR CONDITIONING PERMIT

Permit No. **H**

DATE _____

Permit for: NEW INSTALLATION REPLACEMENT REPAIR

Property: RESIDENTIAL COMMERCIAL

(please print or type)

ADDRESS OF JOB _____

For City of Snellville Use: ADDRESS VERIFIED TO BE IN CITY LIMITS: _____

SUBDIVISION/LOT/BLOCK _____

OWNER _____ PHONE _____

HVAC CONTRACTOR _____

Address _____ City _____ State _____ Zip _____

Phone (_____) _____ Fax (_____) _____ E-Mail _____

Contact Person _____ Cell Phone (_____) _____

WORK TO BE PERFORMED

1. No. of Heating Units: _____ Make: _____ Model: _____
 BTU: _____ Heat Loss: _____ CFM: _____
 Note: Minimum four (4) air changes per hour for warm air systems required. All AGA approved equipment use type B or C flues. All Other use type A flues.
2. No. of Refrigeration units: _____ Make: _____ Model: _____
 Tons: _____ Heat Gain: _____ CFM: _____ Static Ext. Coils: _____
3. *No. of Grease Hoods: _____ Square Feet: _____ CMF required: _____
 *Permit must be accompanied by plans for any grease hood stamped by the Gwinnett County Fire Marshal. Fire inspection required.
4. Gas Pipe: _____ Total BTU of Concealed Pipe: _____
5. No. of Manufactured Fireplace Vents: _____ Make: _____ Model: _____
6. Other (Please Specify): _____

TOTAL PERMIT FEE \$ _____
 (Make check payable to City of Snellville)

MINIMUM PERMIT FEE IS \$30.00

I understand that the City of Snellville requires plans on commercial buildings using other than residential heating and cooling equipment only. A permit shall be secured from the Department of Planning and Development prior to the commencement of any tear-out or heating, ventilating, or air conditioning work. Upon job completion, please call the Department of Planning and Development (770-985-3513) to arrange for a **next-day** inspection by the City Building Inspector. I certify that all the above statements are true and that all work performed shall meet National, State, and Local code requirements. Fire Safety must be maintained at all times. Paid permit application shall serve as City of Snellville Heating & Air Conditioning Permit.

PLEASE ATTACH A CURRENT COPY OF YOUR OCCUPATION TAX/BUSINESS LICENSE AND STATE LICENSE

APPLICANT (PRINT NAME) _____

CONTRACTOR SIGNATURE _____

STATE LICENSE CARD # _____ EXPIRATION DATE _____

BUSINESS LICENSE # _____ CITY/COUNTY _____ EXP. DATE _____

FOR CITY USE: Inspection completed on: _____ Inspected by: _____ PASSED: YES / NO