



# CITY of SAN ANTONIO

Development Services Department  
 1901 S. Alamo  
 San Antonio, Texas 78204

Telephone Number (210) 207-1111  
[www.sanantonio.gov/dsd](http://www.sanantonio.gov/dsd)

## Heating & Air Conditioning Permit Application

Date:	Address:	Bldg:	Suite:
Owner Name:		Business name:	
Structure Type: NEW [ ] or EXISTING [ ]		RESIDENTIAL [ ] or COMMERCIAL [ ]	
Is a BUILDING PERMIT required in conjunction with this work? YES [ ] or NO [ ]			
If yes, what is the plan/building permit number (AP#)?			
Description of Work:			

### Heating & Air Conditioning Permit Fees – Residential (New Construction only)

For mechanical work associated with new residential construction, the fees are based upon square footage and will be assessed on the parent building permit. Your mechanical permit must be linked to the parent permit.

Sq. Ft.	Permit Fees	Sq. Ft.	Permit Fees
0000 - 1599	\$80	4001 - 5000	\$140
1501- 3000	\$85	5001 - 6000	\$165
3001- 3500	\$90	6001 - 7500	\$245
3501 – 4000	\$110	7501 - 9000*	\$250

\*For projects over 9000 sq. ft., the fees are determined by combining smaller increments to equal the square footage.

### Heating & Air Conditioning Permit Fees Commercial and Existing Residential Construction

For commercial and existing residential heating & air conditioning projects the fees are based upon inspection items as follows:

#### Type of Equipment

#### Mechanical Inspection Fee: \$50.00

___ 6.25	Air Handler	___ 6.25	Walk-In-Freezer
___ 6.25	Condensing Unit (# tons ___)	___ 2.00	Duct Outlet
___ 6.25	Condensing Unit/Heat Pump	___ 6.25	Heat Pump
___ 6.25	Indoor Condensing Unit	___ 6.25	Refrigeration Unit (# tons ___)
___ 6.25	Cooling Coil	___ 6.25	Electric Heat Strips
___ 9.60	Gas Furnace	___ 6.25	Electric Furnace
___ 9.60	Wall Furnace, Gas	___ 9.60	Floor Furnace, Gas
___ 9.60	Unit Heater, Gas	___ 6.25	Unit Heater, Electric
___ 9.60	Radiant Heater, Gas	___ 6.25	Radiant Heater, Electric

THIS APPLICATION MUST BE COMPLETED WHEN REQUESTING A PERMIT.  
 A DOUBLE FEE WILL APPLY FOR FAILURE TO OBTAIN A PERMIT BEFORE STARTING WORK.  
 FAILURE TO SUBMIT ACCURATE INFORMATION MAY RESULT IN A PROCESSING DELAY.  
 PLEASE BE ADVISED THAT IF WORK SITE IS LOCATED IN THE FLOOD OR HISTORIC DISTRICT ADDITIONAL APPROVAL MAY BE REQUIRED.

REVISED 07/2013  
 COSA/DSD

___ 6.25 Exhaust Fan, Commercial/Res	___ 6.25 Ventilation/energy recovery unit fan
___ 2.00 Curtain Fire Damper	___ 2.00 Ceiling Fire Damper
___ 2.00 Fire Damper	___ 2.00 Smoke/Fire Damper
___ 6.25 Condenser, No Compressor	___ 9.60 Commercial dryer exhaust duct
___ 6.25 Residential dryer exhaust duct	___ 15.85 Rooftop Unit, Gas ___ seer
___ 15.85 Rooftop Unit, Electric ___ seer	___ 6.25 Variable Air Volume Unit
___ 6.25 Fan Coil Unit	___ 6.25 Type I Range Hood (Grease)
___ 6.25 Fan Powered Box	___ 6.25 Fume Hood
___ 6.25 Type II Range Hood (Steam)	___ 6.25 Cooling Tower (# tons ___)
___ 6.25 Chiller (# tons ___)	___ 6.25 Walk-in Cooler
___ 6.25 Absorption Unit (# tons ___)	___ 6.25 Icemaker (Split System)
___ 6.25 Reach-in Cooler	___ 9.60 Gas Boiler, Hot Water
___ 6.25 Wall Mounted Unit	___ 6.25 Evaporative Cooler
___ 9.60 Gas Boiler, Steam	___ 9.60 Duct Heater, Gas
___ 6.25 Make-up Air	___ 6.25 Hot Water Coil

**RESIDENTIAL-DID NOT HAVE PRE-EXISTING CENTRAL AIR CONDITIONING OR HEATING**

Includes inspection fee, furnace, cooling unit, condenser and outlets \_\_\_\_\_ 77.00

Each additional heating and air conditioning system \_\_\_\_\_ 55.00

Check one of the following: SEER 13 [ ] or SEER 14 [ ]

Subtotal: \_\_\_\_\_ + 3% Technological Fee + 3% Development Services Fee = Total: \_\_\_\_\_

**Note: Add \$10 Administrative Processing Fee if permit processed by City staff. Fee does not apply if permit obtained on-line. Inspections can be schedule on-line or by using your SmartPhone for free or you can call (210) 207-2222 and Development Services will schedule your inspections for a fee of \$3 per inspection request.**

**SIGNATURE OF PERMIT HOLDER: \_\_\_\_\_**  
**By signing I understand the limitations to the permit listed above and possible requirements to remove work if non-complaint.**

<b>Contractor Name:</b>		<b>Contractor ID#:</b>	<b>Escrow: YES [ ] or NO [ ]</b>
<b>Master License Holder:</b>			<b>License #:</b>
<b>Authorized Agent Name:</b>			<b>Contact ID#: AC</b>
<b>Telephone:</b>	<b>Fax:</b>	<b>Email:</b>	
<b>Other Contact ID# (s) associated with this permit:</b>			