



DEVELOPMENT SERVICES

Mechanical Permit Application

Date:	Address:	Bldg:	Suite:
Owner Name:		Mechanical Registration Holder:	
Company Name:		Contractor Registration #:	Escrow: <input type="checkbox"/> YES <input type="checkbox"/> NO
Delegate Name (if applicable):		State License #:	
Phone:		Email:	
Occupancy Type: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial			
Is this work associated with an existing building permit? <input type="checkbox"/> Y <input type="checkbox"/> N			
If yes, what is the building permit number? _____			
Work Summary:			

Is the proposed mechanical work over \$8,000 publicly funded? Y N

Indicate the SEER Rating: _____

Mechanical Equipment Fees – Commercial and Existing Residential

Enter the quantity of items below that will be installed, repaired, or modified as part of the scope of work:

Qty	Cost		Qty	Cost	
	\$50	Base Mechanical Permit Fee			
	6.25	Mini Split/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

Qty	Cost		Qty	Cost	
	6.25	Exhaust Fan, Comm/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 Dry Exhaust Duct
	6.25	Residential Dry 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
		Total Inspections Items			
		6% Surcharge			
		\$10 Processing Fee (for in-person applications)			
		Total Permit Fee			

Inspections can be scheduled for free in the [BuildSA online customer portal](#) or by calling (210)-207-1111 (subject to a \$3 scheduling fee.)

SIGNATURE OF PERMIT HOLDER: _____

By signing I understand the limitations to the permit listed above and possible requirement to remove work if non-complaint. Please Note: The City of San Antonio only enforces City, State and Federal zoning and development ordinances and statutes and does not enforce covenants and deed restrictions (CC&Rs). It is imperative and incumbent upon you the applicant to verify the existence of any CC&Rs that may be applicable to your project. See [Information Bulletin 234](#) for additional information.