



CITY of SAN ANTONIO

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

Telephone Number (210)207-1111
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	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

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.

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_____ 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: SEER14 [] or SEER 15 []

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. 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.

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

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