

CITY OF HELEN

MECHANICAL PERMIT APPLICATION FORM

Application is hereby made according to the laws and ordinances of the State of Georgia and the City of Helen for a permit to install and use a conditioned air and/or fuel gas service, branch and/or equipment system for a building or structure as described herein and shown on City approved plans and specifications and, if same is granted by the City, I/we agree to conform to all laws and ordinances regulating same.

ALL APPLICABLE BLANKS MUST BE FILLED IN - NO P.O. BOX ADDRESSES - PLEASE PRINT LEGIBLY

GENERAL INFORMATION

Mechanical Permit No.: _____

Work Site Is: ☐ Commercial Construction

☐ Residential Construction

Project Name / Subdivision: _____

General Contractor: _____ Building Permit No.: _____

PROPERTY INFORMATION

Work Site Street Address: _____ Lot/Suite No.: _____

Property Owner: _____ Contact No.: () _____

Street Address: _____

City: _____ State: _____ Zip: _____

CONTRACTOR INFORMATION

Company: _____ Contact No.: () _____

Street Address: _____ Suite No.: _____

City: _____ State: _____ Zip: _____

Business Registration No. _____ Where Issued: _____ Expires: _____

Ga. Card No.: _____ Class: _____ Expires: _____ Card Holder: _____

Ga. Card Holder Signature: _____ Application Date: _____

Applicant is: ☐ Contractor/Agent ☐ Property Owner

Applicant Signature: _____ Applicant Printed Name: _____

WORK INFORMATION & FEES -Minimum Permit Fee = \$25.00

HVAC				
ITEM	NO.	CODE	FEE	TOTAL
Heat; 0 – 50K BTU		53	\$ 40.00 ea.	
Heat; 50,001 – 100K BTU		53	\$ 60.00 ea.	
Heat; 100,001 – 200K BTU		53	\$ 80.00 ea.	
Heat; 200,001 – 300K BTU		53	\$ 100.00 ea.	
Heat; Over 300K BTU		53	\$ 0.10 per 1K BTU Over	
Cooling; 0 – 1.9 TON		53	\$ 40.00 ea.	
Cooling; 2.0 – 3.9 TON		53	\$ 60.00 ea.	
Cooling; 4.0 – 5.9 TON		53	\$ 80.00 ea.	
Cooling; 6.0 – 8.9 TON		53	\$ 100.00 ea.	
Cooling; 9 TON & Larger		53	\$ 2.50 per ton	
Gas; 0 – 50K BTU		53	\$ 40.00 ea.	
Gas; 50,001 – 100K BTU		53	\$ 60.00 ea.	
Gas; 100,001 – 200K BTU		53	\$ 80.00 ea.	
Gas; 200,001 – 300K BTU		53	\$ 110.00 ea.	
Gas; Over 300K BTU		53	\$ 0.10 per 1K BTU Over	
Exhaust; Residential		53	\$ 3.00 ea.	
Exhaust Fan; 0 – 4.4 HP		53	\$ 30.00 ea.	
Exhaust Fan; 4.5 – 15 HP		53	\$ 60.00 ea.	
Exhaust Fan; Over 15 HP		53	\$ 80.00 ea.	
Administrative Fee		31	\$ 15.00 ea.	
Miscellaneous		14		
Other		53		
			Total HVAC Fees \$	

Note : Kilowatt rating is converted to British Thermal Unit rating by multiplying KW by 3.124. One TON of cooling capacity rating = 12K BTU rating.

Building / Zoning Administrator Signature: _____ Date: _____