



# City Of Dallas, Georgia

200 Main Street, Dallas, GA 30132 ★ Permit Office / Inspections (678) 363-6175  
Email: mcash@dallas-ga.gov

## BUILDING PERMIT OFFICE

### HVAC PERMIT APPLICATION

BUILDING PERMIT #: \_\_\_\_\_

Applicant's name: \_\_\_\_\_  
Check if owner ( ) ; HVAC Contractor ( )

Location of Property being permitted: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Owner Address: \_\_\_\_\_

General Contractor (if Applicable): \_\_\_\_\_ Phone: \_\_\_\_\_

General Contractor Address: \_\_\_\_\_

Type of Application: New Commercial ( ) ; New Residential ( ) ; Mobile Home ( ) ; Replacement ( ) ;  
Addition ( ) ; or Repair ( ) .

#### HVAC Contractor Information:

Business Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business License #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

State License #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

I do hereby certify and attest that the information contained in this application is correct and accurate to the best of my knowledge and that if any portion of this application is changed, modified, or amended, then I will contact the City of Dallas Permit Department and correct that portion.

\_\_\_\_\_  
Applicant

**MINIMUM HVAC PERMIT FEE \$35.00**



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Quantity	BTU INPUT			Fee	Subtotal
	0	to	50,000	\$15.00	
	50,001	to	100,000	\$15.00	
	100,001	to	150,000	\$15.00	
	150,001	to	200,000	\$15.00	
	200,001	to	300,000	\$16.00	
	300,001	to	400,000	\$17.00	
	400,001	to	500,000	\$18.00	
	500,001	to	600,000	\$19.00	
	600,001	to	800,000	\$20.00	
	800,001	to	1,000,00	\$22.00	
	1,000,001	to	1,500,00	\$26.00	
	1,500,001	to	2,000,00	\$30.00	
	2,000,001	to	2,500,00	\$34.00	
	2,500,001	to	3,000,00	\$35.00	
	3,000,001	to	4,000,00	\$46.00	
Per BTU / 1,000	4,000,001	and	Greater	\$1.00	
Subtotal					

Quantity	Compressor Horse Power			Fee	Subtotal
	0.0	to	1.0	\$15.00	
	1.5	to	2.0	\$15.00	
	2.5	to	3.0	\$15.00	
	3.5	to	5.0	\$15.00	
	5.5	to	7.5	\$15.00	
	8.0	to	10.0	\$17.00	
	10.5	to	15.0	\$22.00	
	15.5	to	20.0	\$26.00	
	20.5	to	25.0	\$30.00	
	25.5	to	30.0	\$34.00	
	30.5	to	40.0	\$41.00	
	40.5	to	50.0	\$47.00	
	50.5	to	60.0	\$52.00	
	60.5	to	75.0	\$60.00	
	75.5	to	100.0	\$72.00	
Per	> 100			\$1.00	
Subtotal					

Quantity	Item	Fee	Subtotal
	Fireplace or Woodstoves	\$35.00	

Total Calculated Fee	
Minimum HVAC Permit Fee	\$35.00

Total HVAC Permit Fee	
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## INSPECTION PROCEDURES CALL THE CITY OF DALLAS @ (678) 363-6175

**All permits are required to obtain inspections at the time (1) prior to the pouring of footings or concrete slabs; (2) prior to any covering of the framing; (3) After insulation has been installed and all penetrations are sealed (Blown attic insulation will be inspected on final) & (4) a final after all items are completed. All construction must comply with the Minimum Construction Codes as adopted by the State of Georgia and all City of Dallas Ordinances, Procedures and Regulations.**

- Building Permit must be posted on the lot before calling for an inspection. If your home is not visible from the road, post the Building Permit at the beginning of your driveway.
- If the lot is in a Subdivision, lot numbers must be placed on all lots.
- The General Contractor/Builder must call the City of Dallas for Framing/ Rough, and Final Inspections. Framing, Plumbing, Electrical, and Heating & Air Inspections will be made at the same time.
- For Doublewides: Manufactured homes/doublewides must comply with section §5-1808(b)(3) of the City of Dallas Zoning Ordinance.

### WHEN CALLING TO SCHEDULE AN INSPECTION (678-363-6175)

(If you schedule an inspection and the work is not complete, there will be a **\$25.00** fee for the first re-inspection. There will be a **\$50.00** fee for the second re-inspection and a **\$100.00** fee for the third re-inspection.)

- Give name listed on permit
- Give permit number
- Give address and location
- Give type of inspection requested
- Give name of person requesting the inspection
- Give the date inspection is wanted

**If possible, inspections will be made the next work day following the request. Inspections for next day should be called in before 3:00 p.m...**