



Air Conditioning Replacement Permit Application Checklist

Development Services - **Building Division**

Revision: 1.0

I.D. Number: 032.0

Revision Date: 6/27/19

Print Date: 6/27/19

Required Permit Applications:

[Building Permit Application](#) (Mechanical)

[Building Permit Application](#) (Electrical, if applicable)

Permit Review Stops:

Mechanical

Electrical (if applicable)

Fire (if applicable)

Minimum Plan Submittal

Signed Contract between Contractor and Owner

Two (2) sets of Plans (dedicated mechanical plans)

[Air Conditioning Replacement Data](#)

Equipment Tie-down Specifications

AHRI Sheet

Other Requirements & Information

[Contractor Registration Requirements](#) (if Contractor not registered with City)

[Owner/Builder Affidavit Packet](#) (if Owner/Builder)

[Notice of Commencement](#) (if job value over \$7,500, required before 1st inspection)

Please note that this checklist is not intended to be all-inclusive.

Due to changes in codes, regulations, and ordinances, other requirements may apply.