



# Community Development Department

121 South McDonough Street, Jonesboro, GA 30236

Office: (770) 477-3569

<https://www.claytoncountyga.gov/government/community-development>



## HVAC Permit Application

### Job Address [Shaded areas for office use only]

<b>Permit #:</b>			<b>Parcel #:</b>			<b>Date Processed:</b>		
<b>Job Address:</b>			<b>City</b>	<b>State</b>	<b>Zip</b>	<b>Unit/Suite#</b>		
<b>Building No.</b>	<b>Plan Type</b>	<b>Floor No.</b>	<b>Apt/Lot#</b>	<b>Block</b>	<b>Subdivision Name</b>			

### Contractors

<b>HVAC Contractor</b>			<b>General Contractor</b>		
<b>Address</b>			<b>Address</b>		
<b>City</b>	<b>State</b>	<b>Zip</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Tel#</b>	<b>Mobile #</b>		<b>Tel#</b>	<b>Mobile #</b>	
<b>Fax #</b>	<b>Email: required for online access</b>		<b>Fax #</b>	<b>Email: required for online access</b>	
<b>State Card No.</b>		<b>Trade Restrictions:</b> <input type="checkbox"/> Class I (Restricted) <input type="checkbox"/> Class II (Non Restricted)			
<b>Contractor's Business License #</b>			<b>City/County:</b>		
This is to certify that I will supervise this installation: Master HVAC Contractor: Print Name _____ Signature _____					

### Residential Construction Fee Schedule (\*Note electric heat is permitted by Electrical Contractor by KWs.)

<b>Square foot area:</b>	X .035 =	
--------------------------	----------	--

### Replacement/Addition

Description	Qty.	Fee	Total
Fireplace-Prefab		26.25	
Bath Fan		1.75	
Gas Line		8.75	
Air Conditioning (per ton per portion)		7.00	
Furnace		17.50	
Replacement Furnace		26.25	
Vent-a-hood		1.75	
Incinerator		8.75	
Floor Drain/Roof Drain		5.25	
Drinking Fountain		5.25	

### Other

Description	Qty.	Fee	Total
Exhaust Fan (per 1,000 CFM)		7.00	
Grease Hoods (per 1,000 CFM)		7.00	
Bath Fans		1.75	
Incinerator		26.26	
Gas Line (per linear foot)		.175	
Duct Work Only		50.00	

### Commercial Construction

(New/Additions/Replacements) Heating/System Furnace


Description	Qty.	Fee	Total
BTU Input, per 50,000 (BTU or portion)		7.00	
<b>Minimum Permit Fee: \$110</b>			
<b>Fees Shall be Doubled for Work not Permitted To Request Inspections: bit.ly/ClaytonCSS</b>			

### Solar Systems

Description	Qty.	Fee	Total
Solar Collectors (per panel)		3.50	
Solar Tanks (per tank)		17.50	
<b>Total Permit Fee: \$</b>			

Permit and license refunds are based on the percentage of the application process completed.

# Commercial Building Permit Application Submittal Requirements

 Clayton County Georgia Cc: Clayton connected  Commercial Permit Types	Required Documents																							
	Application	Site Plan	Survey	*Architectural/Engineering Plans (floor Plans, elevations & Materials)(3)	Fire Marshal Permit	*Environmental Health	Variance (If Applicable)	Grading Permit	*Water Authority	State License	Business License	Authorized Agent Form (If Applicable)	Driver's License Identification	Stamped Drawings (As Needed)	Engineering Structural Analysis	Engineering Letter (If Applicable)	Property Tax Verification	Refund Request Letter	\$500 Cash Bond	Event Route	Sign Face Dimensions	Property Owner Letter Of Authorization	Police Approval	GDOT / County T&D Permit
Accessory Structure	x	x		x	x		x			x	x	x	x			x								
Addition	x	x		x	x	x	x	x		x	x	x	x			x								
Apartment	x	x		x	x	x	x	x	x	x	x	x	x	x	x	x								
Billboard	x	x		x			x	x		x	x	x	x	x		x					x			x
Building Shell (White Box/Shell (80%))	x	x		x	x		x	x		x	x	x	x											
C/O Only	x				x								x											
Condominium	x	x		x	x	x	x	x	x	x	x	x	x	x	x	x								
Construction Trailer	x	x								x	x		x											
Contractor Registration	x									x	x		x											
Demolition Assessment	x											x	x											
Demolition not to Rebuild	x										x		x			x	x	x	x					
Electrical	x									x	x		x	x										
Fence	x		x																					
Fire Alarm	x				x					x	x		x	x										
Foundation Only	x			x						x	x		x			x								
Gas Reconnect	x									x	x		x											
Interior Tenant Finish (20%)	x			x	x	x			x	x	x	x	x											
Low Voltage	x									x	x		x	x										
Mechanical (HVAC)	x									x	x		x	x										
New Commercial Structures	x	x		x	x	x	x	x	x	x	x	x	x			x						x		
Plumbing	x									x	x		x	x										
Power Reconnect	x									x	x		x											
Renovations	x			x	x	x			x	x	x	x	x			x								
Sign - Wall	x		x				x				x		x									x	x	
Sign, Free Standing/Monument (Over 8 feet)	x		x				x				x		x	x		x						x	x	
Slab Only (Bldg., Elec, Plbg) *	x			x				x			x		x			x								
Special Event	x				x	x							x								x		x	x
Sprinkler System	x				x						x	x		x	x									
Swimming Pool	x	x		x				x			x		x											
Telecommunication Tower /Antennas	x	x						x		x	x		x		x									
Temporary Gas	x									x	x		x											
Temporary Parking Permit	x																							
Temporary Pole	x									x	x		x											
Temporary Power	x									x	x		x											
Temporary Sign	x											x											x	
Tent	x				x						x		x											

\*Water Authority: Approved letter for Environmental Compliance Review for Grease Trap and/or Sand Trap from the Water Authority is required

\*Environmental Health: Approved Plan is required for new structures and a signed letter for renovations during application in-take for food service structures

\* Commercial Slab Only is any combination of Slab, Electrical or Plumbing Permits.

\* First time contractor registration requires the state card holder to be present. A GA business license, driver's license & GA state license is required.

\*All commercial scope of work requires two (2) sets of construction plans including mechanical, electrical and plumbing submitted with each building permit application