

# City of Shavano Park

## HVAC & Mechanical Permit Application (Residential)

**The following MUST be submitted with this application.**

**1 Digital copy & 2 complete "bound" sets of plans, and a RES Check.**

JOB SITE ADDRESS: \_\_\_\_\_

OWNER: \_\_\_\_\_

PHONE: \_\_\_\_\_

SUB-CONTRACTOR:     Yes or     No    If yes, provide master permit #

MASTER PERMIT #: \_\_\_\_\_

CONTRACTOR INFO: **(All contractors must be registered with the City of Shavano Park before a permit can be submitted / issued)**

COMPANY/CONTRACTOR NAME: \_\_\_\_\_

CONTACT FOR PROJECT: \_\_\_\_\_

CONTRACTOR ADDRESS: \_\_\_\_\_

OFFICE: (    ) \_\_\_\_\_ Cell: (    ) \_\_\_\_\_ Email: \_\_\_\_\_

### PROJECT INFORMATION:

- Project Type:**     New Residence - \$400     Improvements / Remodels - \$150     Accessory Building - \$150  
 Replacing A/C - \$100     Replacing Furnace Unit - \$100     All New Systems - \$200  
 Other - \$100 (Please explain below)

DESCRIPTION OF WORK: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of application: \_\_\_\_\_ Signature: \_\_\_\_\_

### **FOR OFFICE USE ONLY**

Approved/Denied by: Building Inspector: \_\_\_\_\_ Date: \_\_\_\_\_

Approved/Denied by: City Manager: \_\_\_\_\_ Date: \_\_\_\_\_

Reason for Denial: \_\_\_\_\_  
\_\_\_\_\_

**\*NOTE: FAILURE TO OBTAIN A PERMIT PRIOR TO CONSTRUCTION WILL RESULT IN A DOUBLE PERMIT FEE.**

**\*\*PLAN REVIEW FOR NEW CONSTRUCTION MAY TAKE 10 BUSINESS DAYS.**

**\*\*\*ALL CONTRACTOR'S MUST USE REPUBLIC WASTE DUMPSTER SERVICES.**

*Revised – 06/26/19*