

# Department of Planning & Community Development

@ Jefferson Station

1526 E. Forrest Avenue Suite 100 East Point, GA 30344



The City of  
East Point  
Georgia

404.270.7212 (Phone)

404.765.2784 (Fax)

[www.eastpointcity.org](http://www.eastpointcity.org)

Application Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## APPLICATION FOR HVAC / MECHANICAL PERMIT

Commercial     Residential  
INSTALL \_\_\_ REPAIR \_\_\_ REPLACE \_\_\_

HVAC/MECHANICAL PERMIT \_\_\_\_\_

BUILDING PERMIT NO. \_\_\_\_\_

This application is **NOT** a permit until fees are received and processed.  
Any work prior to permit issuance is prohibited.

**Please download and complete the Code Compliance Bond for a Tradesmen or Waiver Letter**

### FEES ARE NON-REFUNDABLE

ADDRESS OF JOB		LOT NO.	
CONTRACTOR'S COMPANY NAME		PROPERTY OWNER NAME	
ADDRESS	TELEPHONE NO.	ADDRESS	TELEPHONE NO.
CITY	STATE    ZIP CODE	CITY	STATE    ZIP CODE
BUSINESS LICENSE NO.		STATE CARD NO.	

*THIS IS TO CERTIFY THAT I WILL PERSONALLY SUPERVISE THIS INSTALLATION*

OWNER/CONTRACTOR SIGNATURE \_\_\_\_\_

PLEASE PRINT \_\_\_\_\_

#### FEE PLUS FIXTURE COST

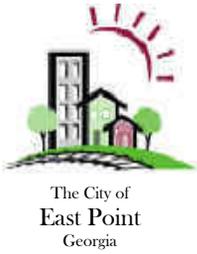
QT	FIXTURE DESCRIPTION	FEES	COST
<b>GAS PIPING (Cubic Feet)</b>			
0 - 200		5.00	
201 - 275		6.00	
276 - 345		7.00	
346 - 550		8.00	
551 - 1,000		10.00	
1,001 - 1,750		15.00	
1,751 - 5,000		20.00	
5,001 - 7,500		25.00	
7,501 - 10,000		30.00	
10,001 - 22,000		35.00	
22,001 - 45,000		45.00	
45,001 - 60,000		55.00	
60,101 - 100K		65.00	
> 100K		75.00	
<b>GREASE HOODS (SQFT)</b>			
10		6.00	
15		8.00	
20		10.00	
25		12.00	
45		14.00	
80		20.00	
100		25.00	
>100		30.00	
<b>MOTORS - VENTILATION FANS (HP)</b>			
0 - 1/4		1.00	
1/3		2.00	
3/4		3.00	
1		4.00	
1.5		7.00	
2		9.00	
3		14.00	
5		19.00	
7.5		26.00	
10		32.00	
15		40.00	
20		50.00	
25		55.00	
30		62.00	
40		75.00	
50		85.00	
<b>Total Column 1</b>			

QT	FIXTURE DESCRIPTION	FEES	COST
<b>HVAC - AIR CONDITIONING (TONS)</b>			
2		5.00	
3		9.00	
4		12.00	
5		16.00	
6		19.00	
7.5		25.00	
8		27.00	
10		30.00	
15		40.00	
20		50.00	
25		58.00	
30		63.00	
40		78.00	
50		90.00	
60		100.00	
75		115.00	
100		138.00	
125		157.00	
150		175.00	
200		208.00	
200 (+ .60 ea)		0.60	
<b>VENT HOODS (K)</b>			
0 - 90		4.00	
90 - 125		5.00	
125 - 165		6.00	
165 - 275		7.00	
275 - 345		8.00	
345 - 515		9.00	
515 - 730		11.00	
730 - 1,000,000		12.00	
<b>Total Column 2</b>			

QT	FIXTURE DESCRIPTION	FEES	COST
<b>HVAC - HEATING (BTU)</b>			
1 - 79 79K		6.00	
80K - 101K		8.00	
102K - 126K		10.00	
127K - 154K		11.00	
155K - 85K		12.00	
186K - 218K		14.00	
219K - 255K		16.00	
256K - 295K		17.00	
296K - 385K		19.00	
386K - 485K		22.00	
486K - 600K		26.00	
601K - 725K		29.00	
726K - 860K		35.00	
861K - 1,270K		40.00	
1,751K - 2,610K		55.00	
2,611K - 2,980k		65.00	
2,981K - 3,700K		68.00	
3,701K - 4,500K		75.00	
4,501K - 5,210K		83.00	
5,211K - 6,410K		90.00	
6,411K - 7,500K		98.00	
10,001K - 11,300K		120.00	
11,301K - 12,700K		128.00	
12,701K - 14,300K		135.00	
14,301K - 15,900K		144.00	
15,901K - 17,500K		150.00	
17,501K & up/BTU		0.45	
<b>Total Column 3</b>			
<b>Total Column 2</b>			
<b>Total Column 1</b>			
<b>Base Fee</b>			<b>75.00</b>

Click on this link to obtain a copy of this form from our website:  
[www.eastpointcity.org](http://www.eastpointcity.org), select **Planning & Community Development Department**.  
 Acceptable Forms of Payment: Cash/Credit Card/ATM Card/  
 Cashier's Check/Business Checks or Money Order -  
**PAYABLE TO THE CITY OF EAST POINT & MAIL TO ABOVE ADDRESS**  
**NO PERSONAL CHECKS**

**TOTAL ALL FEES**



Department of Planning & Community Development

@ Jefferson Station

1526 E. Forrest Avenue Suite 100 East Point, GA 30344

404.270.7029 (Phone)

404.209.5148 (Fax)

www.eastpointcity.org

HOMEOWNER BUILDING/TRADE PERMIT AFFIDAVIT

Building Permit No. \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_

Current Address \_\_\_\_\_ Phone Number \_\_\_\_\_

Construction Address \_\_\_\_\_

This department understands that as the homeowner you have the right to build on your property. As a public service to protect you and the investment in your property, this department has put together this information.

Please read and initial each paragraph. If you do not understand a paragraph our office personnel will be happy to explain it to you.

- 1. I hold title to the above property, plan to reside there as my primary residence, will not sale for two years, and I am planning on doing the construction. (O.C.G.A. 43-41-17.h) A copy of this law is posted in the lobby or you can access the entire section of Georgia Law @ http://sos.georgia.gov/acrobat/PLB/laws/49 Residential And General Contractors 43-41.pdf Initial \_\_\_\_\_
2. I understand that as a homeowner/builder I must abide by all zoning ordinances and building regulations in effect at the time of permit application. Initial \_\_\_\_\_
3. I have a copy of the 2012 International Residential Code and understand that this department and its inspectors are there to help enforce and interpret the code. There is a copy of the code in this office for review, but we cannot give you a copy free of charge. Initial \_\_\_\_\_
4. I understand that the building official and inspectors are not to design, alter or give advice on how to meet the code—only if the structure meets the minimum code. Initial \_\_\_\_\_
5. I understand that as a homeowner/builder that any contract disputes with sub-contractors and I must be handled in a civil court with the advice of an attorney. This department will not mitigate any contract disputes. Initial \_\_\_\_\_
6. I understand that if I compensate any person or company for work performed they are required to have a business license, a state card, and a code compliance bond or bond waiver in this jurisdiction. If for some reason they do not have the requirements I will be responsible and liable for the cost of the license. Initial \_\_\_\_\_
7. I understand that if any person gets injured on my construction project, they are entitled to workmen’s compensation. And if they do not possess a workmen’s compensation policy I could be held liable for all doctor and related cost which could include loss of wages during recovery from their injury. Initial \_\_\_\_\_
8. I understand that under State and Local Laws I cannot do any Electrical, Plumbing, Heating & Air Conditioning work on my property without first obtaining the proper licenses and permits. Initial \_\_\_\_\_

9. Applicant acknowledges that knowingly falsifying statements made in the permit application will subject the applicant to possible prosecution. Georgia Criminal Code Section 26-2402 (False Swearing) calls for a possible fine of not more than \$1,000.00 or imprisonment for up to (5) years, or both.

Initial \_\_\_\_\_

APPLICANT ACKNOWLEDGES THAT HE/SHE IS AWARE THAT A PERMIT ISSUED UNDER THE PROVISIONS OF THE CODE **MAY BE REVOKED FOR FALSE STATEMENTS OR MISREPRESENTATION** AS TO THE MATERIAL FACTS IN THE APPLICATION OF WHICH THE PERMIT IS ISSUED. APPLICANT ACKNOWLEDGES THAT THE PERMIT REQUESTED WAS GIVEN SOLELY BASED ON THIS AFFIDAVIT, AND THE PERMIT IS BASED UPON MY SWEARING UNDER OATH THAT I RESIDE OR INTEND TO RESIDE ON THIS PROPERTY.

**APPLICANT FURTHER ACKNOWLEDGES THAT HE/SHE IS AWARE THAT ANY KNOWINGLY FALSE STATEMENTS MADE IN THE PERMIT APPLICATION WILL SUBJECT SAID APPLICANT TO PROSECUTION. FALSE SWEARING SUBJECTS YOU TO ALL PUNISHMENT APPLICABLE UNDER GEORGIA LAW INCLUDING BUT NOT LIMITED TO FINES OR IMPRISONMANT.**

\_\_\_\_\_  
Applicant's Name (Please Print)

\_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date Signed

Sworn before me on this date \_\_\_\_\_

Notary Signature \_\_\_\_\_

(Seal)

My commission expires \_\_\_\_\_