



Sugar City

CONTRACTOR HVAC PERMIT

Phone: 208-356-7561

PO Box 56

10 E Center

Office Hours: 9AM to 4PM M-F

MECHANICAL PERMIT APPLICATION

(Licensed HVAC)

COMPANY NAME: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ CONTACT PERSON: _____

EMAIL ADDRESS (REQUIRED): _____

City use only

Permit #

Date Received:

LICENSE #: _____

SELECT THE METHOD YOU WISH TO RECEIVE YOUR PERMIT

EMAIL MAIL IN PERSON

DESCRIPTION OF WORK: _____

JOB SITE ADDRESS: _____

(If address isn't known) LOT: _____ BLOCK: _____ SUBDIVISION: _____

Signature of Applicant: _____ Date: _____

Signature of Building Inspector: _____ Date: _____

THIS PERMIT APPLICATION IS NOT AN INSPECTION REQUEST:

Please call **208-356-7561** to schedule your inspection.

We Accept: cash, check, money order, Visa & Master Card

Make checks payable to the **City of Sugar City**

GRAND TOTAL FEE *:

*** Please use the worksheet on page 2 to determine the total fees and enter the amount to be paid here.**

PUBLIC RECORDS NOTICE— Business information such as your company address and phone number is regarded as public information according to the Idaho Public Records Act. Your business address and phone number may be provided to a third party upon written request.

CONTRACTOR HVAC PERMIT WORKSHEET (FEE SCHEDULE)

This worksheet must accompany the Permit Application. Use this worksheet to calculate the fees and transfer the grand total to the first page of the application.

RESIDENTIAL

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| <ul style="list-style-type: none"> New: Single Family Dwelling, Duplex, & Twin Home including all buildings with HVAC being constructed on each property. <ul style="list-style-type: none"> * Based on living space (<i>see definition below</i>) <ul style="list-style-type: none"> <input type="checkbox"/> Up to 1,500 sq. ft. \$130 <input type="checkbox"/> 1,501 to 2,500 sq. ft. \$195 <input type="checkbox"/> 2,501 to 3,500 sq. ft. \$260 (All Fireplace/Gas line installations not to exceed 1,500 sq. ft. = \$130.00) <input type="checkbox"/> 3,501 to 4,500 sq. ft. \$325 <input type="checkbox"/> Over 4,500 sq. ft. \$325 plus \$65 for each additional 1,000 sq. ft. or portion thereof $\\$325 + (\\$65 \times \# \text{ of additional } 1,000 \text{ sq. ft. or portion thereof})$ Living Space— space within a dwelling unit utilized for sleeping, eating, cooking, bathing, washing, and sanitation purposes. An unfinish basement is considered part of the living space. | <p style="text-align: right;">Total Square Footage _____</p> <p style="text-align: right;">\$ _____</p> |
| <ul style="list-style-type: none"> New: Multi-Family Dwelling <ul style="list-style-type: none"> <input type="checkbox"/> Three or more multi-family units: \$130 per building plus \$65 per unit $(\\$130 \times \# \text{ of buildings}) + (\\$65 \times \# \text{ of units})$ | <p style="text-align: right;">\$ _____</p> |
| <ul style="list-style-type: none"> Existing Residence / Detached Shop: \$65 dollars plus \$10 per piece of <u>additional</u> HVAC equipment (furnace, boilers, wood stoves, factory-built fireplace, gas lines, pool heaters, mini-spilt system, hydronic system, etc.) and/or exhaust ducts (range hoods, dryer, exhaust fans, etc.). Fee shall not exceed 'New Residential' square footage fee. <p style="text-align: center;">Total Pieces of Equipment _____</p> <p style="text-align: center;">*One piece of equipment or exhaust duct is included in the \$65.00 Fee</p> | <p style="text-align: right;">\$ _____</p> |
| <p>Requested Inspection (Not associated with a new construction permit) \$65</p> | <p style="text-align: right;">\$ _____</p> |

COMMERCIAL/ INDUSTRIAL

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| <ul style="list-style-type: none"> The fees listed under this inspection type shall apply to any and all HVAC installations not specifically mentioned elsewhere on this form. This shall include all labor, materials, equipment, overhead and profit, as well as all labor, materials, and equipment supplied by others. The project value cannot be reduced by labor, material or equipment that is donated or supplied by others. At the time of "Final" inspection the Scope of Work, valuation, and permit fees will be verified. <p style="text-align: center;">Total cost of HVAC system (Job Value Amount): \$ _____</p> <ul style="list-style-type: none"> <input type="checkbox"/> Up to \$10,000: $(\text{total cost of system} \times 0.02) + 60 = \\$ <input type="checkbox"/> Between \$10,001-\$100,000 $((\text{total cost of system} - 10,000) \times 0.01) + \\$260 = \\$ <input type="checkbox"/> Over \$100,001: $((\text{total cost of system} - 100,000) \times 0.005) + \\$1,160 = \\$ <p>** Please note: We now require the submission of the final verified contract value on any non-residential project valued at \$100,000 or more. This facilitates the determination of the final permit fee, and allows for the refunding of excess fees if the contract value has been reduced. Please make sure you submit this valuation information before requesting a final inspection, as permits will not be closed until the information is verified.</p> <p>You may email to vrobertson@sugarcityidaho.gov or call 208-356-7561. Please ensure your permit number and job address is indicated</p> |
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