

City of Neptune Beach

Building and Zoning Department
116 First Street • Neptune Beach, Florida 32266-6140
(904) 270-2400 Ext 4 • FAX (904) 270-2432 •
Bldgclerk@nbfl.us



APPLICATION FOR MECHANICAL PERMIT

In consideration of permit given for doing the work as described in the following, we hereby agree to perform said work in accordance with the specifications, which are a part hereof, and in accordance with the City of Neptune Beach ordinances and standards.

Address where work will be performed: _____	
Property Owner's Name: _____	
Mechanical Firm: _____	
Business phone # _____	Email: _____
State Certification # _____	Fax # _____

GENERAL INFORMATION:

Type of heating fuel being installed	Is other building construction being done at this address: _____
<input type="checkbox"/> Electric	If yes, list building permit number _____
<input type="checkbox"/> LP Gas	Nature of Work (✓ all that apply)
<input type="checkbox"/> Oil	Residential <input type="checkbox"/> Commercial <input type="checkbox"/>
<input type="checkbox"/> Natural Gas	New installation (No system previously installed) <input type="checkbox"/>
<input type="checkbox"/> Wood	Extension or add-on to existing <input type="checkbox"/> Change Out <input type="checkbox"/>
<input type="checkbox"/> Other-Specify _____	Other <input type="checkbox"/>

MECHANICAL EQUIPMENT TO BE INSTALLED

Heat or	<input type="checkbox"/> Space	<input type="checkbox"/> Recessed	<input type="checkbox"/> Central	
Furnace	<input type="checkbox"/> Floor	<input type="checkbox"/> Fireplace	<input type="checkbox"/> Wood Stove	Tanks
A/C	<input type="checkbox"/> Air to Air heat pump	<input type="checkbox"/> Water to Air heat pump		LPG Containers
	<input type="checkbox"/> Straight Air cool	<input type="checkbox"/> Straight Water Cool		Gas Pumps
Duct System:	Total Capacity _____ cfm			Gas Piping
Refrigeration	Vent Hood			Elevator
Cooling Tower Capacity _____ gpm	Range hood			Man lift
Fire Sprinklers: # of heads _____	Control Wiring			Escalator
Solar Collector system	Unfired pressure vessel			Boilers

AIR CONDITIONING AND REFRIGERATION EQUIPMENT LIST ALL EQUIPMENT

Number of Units	Description	Model Number	Manufacture	Capacity (tons)

HEATING-FURNACE, BOILERS, FIREPLACES LIST ALL EQUIPMENT

Number of Units	Description	Model Number	Manufacture	Capacity (tons/btu)

TANKS- LIST ALL EQUIPMENT

How Many?	Capacity	Type of Liquid	Manufacture	Serial Number

☐ Any mechanical work that is not list will be based on \$6.00 per \$1000 of the cost of the project.

☐ List job cost: _____ Misc. work-please describe _____

NO WORK MAY BE DONE UNTIL A PERMIT HAS BEEN SECURED.

Request for Inspection Exemption for Replacement of Residential HVAC Equipment

Permit number () Address

Installation Cost \$ (must be under \$5,000) Contractor

I hereby waive the required inspections of this permitted work. In consideration for not being required to have inspections, I hereby declare that I will not hold the City of Neptune Beach responsible for any adverse consequences resulting from this work, and further that I will not initiate, execute, or enjoin any legal action against the City of Neptune Beach for such consequences. A copy of this letter will be recorded as an official record with the Building Department's permit history so that any and all future buyers/owners of this property may be made aware of the status of work performed on this structure. As the homeowner, I understand that inspections performed to ensure compliance with the Florida Mechanical Code are to protect my health, safety and welfare. I also understand that Florida Statute 553.80(3) (b) allows local governments to adopt rules granting a single family homeowner exemption to required inspections for **work valued at under \$5000.00** for replacement of existing electric residential HVAC equipment only, when requested by the homeowner.

Print homeowner's name

Homeowner's signature Date

(By signing this document, I certify that I am the current owner of this residential property and agree to the terms of the inspection exemption)

As the owner/qualifier for the above referenced contractor, I certify that to the best of my knowledge the person signing above is the owner of the referenced property. I also have verified that the equipment installed under this permit, electrical breakers and wiring installed for this equipment meets the requirements of the Florida Building Code and the manufacturer's installation instructions.

Company owner/qualifier signature Date

Notary for company owner/qualifier only

Before me this day of , in the State of Florida, has personally appeared
herein by himself/herself affirms that all statements and declarations herein are true and accurate.

Notary Public at Large, State of Florida

Notary's Printed Name Personally Known Produced Identification

Official Use Only

Accepted By (Building and Planning Dept.)