

**GREENE COUNTY DEPARTMENT OF BUILDING REGULATION  
COMMERCIAL HVAC/MECHANICAL PERMIT APPLICATION FORM**

CASH \_\_\_\_\_  
CHECK # \_\_\_\_\_  
PERMIT# \_\_\_\_\_

667 DAYTON-XENIA ROAD, XENIA, OHIO 45385 (937) 562-7420; FAX (937) 562-7425; Web: www.co.greene.oh.us

|  |  |
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| <p><b>(1) PROJECT NAME:</b> _____</p> <p>PROJECT ADDRESS: _____</p> <p>PLAT: _____ LOT #: _____</p> <p>TOWNSHIP/CITY: _____</p> <p>PHONE: _____</p> <p><b>(3) OWNER:</b> _____</p> <p>ADDRESS: _____</p> <p>CITY/STATE: _____ ZIP: _____</p> <p>PHONE: _____</p> | <p><b>(2) HVAC CONTRACTOR:</b></p> <p>NAME: _____</p> <p>ADDRESS _____</p> <p>CITY/STATE: _____ ZIP _____</p> <p>PHONE: _____/CALL BACK # _____</p> <p>FAX #: _____</p> <p>E-MAIL: _____</p> |
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**(4) CLASS OF OCCUPANCY:** COMMERCIAL \_\_\_ MULTIPLE DWELLING \_\_\_ INDUSTRIAL \_\_\_ OTHER \_\_\_

**(5) EQUIPMENT LOCATION:** SLAB \_\_\_ CRAWL \_\_\_ BASEMENT \_\_\_ ROOF TOP \_\_\_ ATTIC \_\_\_ OTHER \_\_\_

**(6) FUEL:** ELECTRIC \_\_\_ OIL \_\_\_ NATURAL GAS \_\_\_ LPG \_\_\_ SOLAR \_\_\_ OTHER \_\_\_

**(7) NEW AIR DUCT:** METALLIC \_\_\_ NON-METALLIC \_\_\_ FLEX \_\_\_ PLASTIC \_\_\_ INSIDE \_\_\_ OUTSIDE \_\_\_ UNDERGRD \_\_\_

|   |                           | <u>TYPE OF INSTALLATION</u> |                    |                   |
|---|---------------------------|-----------------------------|--------------------|-------------------|
|   |                           | <u>New</u>                  | <u>Replacement</u> | <u>Alteration</u> |
| <b>(8) BASIC FEE:</b> .....   | <b>\$40.00</b> .....      | <b><u>\$40.00</u></b>       |                    |                   |
| <b>(9) BOILER</b> ... (less than 200,000 BTU)...                                  | \$17.00 ea. x Qty. _____  |                             |                    |                   |
| <b>(10) FURNACE</b> ...   | \$20.00 ea. x Qty. _____  |                             |                    |                   |
| <b>(11) AIR HANDLER</b> .....   | \$17.00 ea. x Qty. _____  |                             |                    |                   |
| <b>(12) ROOF TOP UNIT</b> .....   | \$17.00 ea. x Qty. _____  |                             |                    |                   |
| <b>(13) HEAT PUMP, COMBINATION</b> .....  | \$34.00 ea. x Qty. _____  |                             |                    |                   |
| <b>(14) AIR CONDITIONING</b> .....  | \$20.00ea. x Qty. _____   |                             |                    |                   |
| <b>(15) UNIT HEATER OR SPACE HEATER</b> ..  | \$11.00 ea. x Qty. _____  |                             |                    |                   |
| <b>(16) VAV/AIR CONTROL UNIT</b> .....  | \$17.00 ea. x Qty. _____  |                             |                    |                   |
| <b>(17) DUCTWORK (FOR EA. UNIT)</b> .....   | \$20.00 ea. x Qty. _____  |                             |                    |                   |
| <b>(18) HAZARDOUS EXHAUST SYSTEM</b> ...  | \$17.00 ea. x Qty. _____  |                             |                    |                   |
| <b>(19) HYDRONIC PIPING (FOR EA. UNIT)</b> ...                                    | \$17.00 ea. x Qty. _____  |                             |                    |                   |
| <b>(20) CHIMNEY LINER REPLACEMENT</b> .....                                       | \$17.00ea. x Qty. _____   |                             |                    |                   |
| <b>(21) WOOD STOVE, FIREPLACE, PELLET</b>   | 17.00 ea. x Qty. _____    |                             |                    |                   |
| <b>(22) ELECTRIC CIRCUITS</b> .....   | \$1.00 ea. x Qty. _____   |                             |                    |                   |
| <b>(23) KITCHEN HOOD (TYPE 1 ___ TYPE 2 ___)</b>                                  | \$110.00 ea. x Qty. _____ |                             |                    |                   |
| <b>Separate Permit Application required<br/>For Kitchen Hood &amp; HVAC/Mech.</b> |                           | TOTAL: \$ _____             | ADD 3% STATE FEE   |                   |

\_\_\_\_\_  
SIGNATURE OF APPLICANT / DATE

**PLANS AND CALCULATION MUST BE SUBMITTED FOR APPROVAL AND SHALL BECOME A PART OF THIS APPLICATION AND PERMIT RECORD.**