



FOR OFFICE USE ONLY	
Date	_____
Permit #	_____
Needs Approval	_____
IP	_____
Fee'd	_____

APPLICATION FOR COMMERCIAL HVAC PERMIT*
Form #DCI107 (rev 01/20)

***For Commercial and Multi-family**

Project Address _____
 Property Owner _____
 Mailing Address _____
 City _____ State _____ Zip _____
 Phone (_____) _____

Lot # (for new construction) _____
 Contractor _____
 Mailing Address _____
 City _____ State _____ Zip _____
 Phone (_____) _____

→ **Estimated Cost** _____

Contractor e-mail: _____

Description of Work _____

CHECK ONE: Commercial _____ Multi-family _____ (if multi-family, number of units _____)

CHECK ONE: Existing _____ New Building _____ (if new building or addition, square footage of building _____)

Heating Units/Boilers/Furnaces: Number of Units _____ BTU's per unit _____ Total BTU's _____

Air Conditioning: Number of Units _____ Tons per Unit _____ Total Tons _____ **Note:** No A/C shall be installed in front of the building.

If at any time during or after the approval process you determine that you will not proceed with this project, please contact our office at 262.653.4263 to avoid paying the entire cost of the permit. Administrative and/or plan review fees will be charged. Any/all unpaid permit fees, along with an additional \$100.00 Administrative Fee, will be processed as a special charge against the real estate upon which the service was performed.

IT IS THE HVAC CONTRACTOR'S RESPONSIBILITY TO CALL FOR ALL INSPECTIONS

DESCRIPTION	FEE	QTY	DESCRIPTION	FEE	QTY
NEW MULTI-FAMILY	\$ 120.00 Per Unit	_____	RANGE HOOD	\$ 60.00 Ea.	_____
NEW BUILDING - HVAC	\$.04 per Sq. Ft.	_____	AIR HANDLING UNIT	\$ 24.00 Ea.	_____
FURNACE UP TO 200,000 BTU	\$ 60.00 Ea.	_____	FUEL BURNING DEVICE	\$ 60.00 Ea.	_____
FURNACE 200,000+ BTU	\$ 4.80 Per 200,000	_____	SUSPENDED UNIT HEATER	\$ 36.00 Ea.	_____
BOILER UP TO 200,000 BTU	\$ 60.00 Ea.	_____	MISCELLANEOUS	\$ 18.00 Ea.	_____
BOILER 200,000+ BTU	\$ 4.80 Per 200,000	_____	VENTILATION FAN	\$ 18.00 Ea.	_____
AIR COND./UP TO 5 TONS	\$ 6.00 Per Ton	_____	DISTRIBUTION DUCT WORK	\$.01 s.f.	_____
AIR COND./6 TONS+	\$ 3.60 Per Ton	_____	MINIMUM COMMERCIAL	\$ 75.00 Ea.	_____
SQUARE FEET/PLAN REVIEW FEE*		QTY	SQUARE FEET/PLAN REVIEW FEE*		QTY
0-2,500	\$ 150.00	_____	50,001-75,000	\$ 1,400.00	_____
2,500-5,000	\$ 200.00	_____	75,001-100,000	\$ 2,000.00	_____
5,001-10,000	\$ 300.00	_____	100,001-200,000	\$ 2,600.00	_____
10,001-20,000	\$ 400.00	_____	200,001-300,000	\$ 6,100.00	_____
20,000-30,000	\$ 500.00	_____	300,001-400,000	\$ 8,800.00	_____
30,001-40,000	\$ 800.00	_____	400,001-500,000	\$10,800.00	_____
40,001-50,000	\$ 1,100.00	_____	Over 500,000	\$12,100.00	_____

*Note: If plans are State-approved or approved by SafeBuilt, a plan review fee will not be assessed.

If work is started without first obtaining a permit, a penalty fee will be charged in accordance with Chapter 9.07C of the Code of General Ordinances

Contractors of HVAC Projects must possess the following two licenses:

- 1) Wisconsin HVAC Qualifier Certification number _____ OR Kenosha HVAC License number* _____
- 2) Wisconsin HVAC Contractor Registration number: _____

Licenses are available through the Department of Safety & Professional Services (DSPS) at dspd.wi.gov

*New City of Kenosha Licenses are no longer issued – if you do not currently possess a City License, you will need a State Qualifier Certification.

I agree to comply with all applicable codes, statutes, and ordinances, and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the state or municipality; and, certify that all of the permit information herein is accurate. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.

Licensee's Signature _____ **Date** _____

Please Print Name _____