



CITY OF PARMA HEIGHTS  
DEPARTMENT OF PUBLIC SERVICE

APPLICATION FOR HVAC PERMIT

Property Information	
1. Location of the Property	
2. Parcel Number	

Property Owner Information	
3. Property Owner Name	
4. Property Owner Address	
5. Property Owner Number	
6. Property Owner Email	

Contractor Information	
7. Name/Firm	
8. Address	
9. Number	
10. Email	

Permit Type		
Type	Type of Installation	Estimated Value \$
<input type="checkbox"/> Residential New Building		
<input type="checkbox"/> Residential Existing		
<input type="checkbox"/> Commercial New Building		
<input type="checkbox"/> Commercial Existing		

11. Describe briefly your request       Install       Repair       Replace

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**Application Fees**

12. All appropriate fees and plans shall be submitted with application. Fees are not refundable. Any alteration to the original proposal will, at the discretion of the Director of Public Service, be considered a new proposal and will be charged accordingly.

**Re-Inspection Fee:** A fee of fifty dollars (\$50.00) shall be charged for each additional re-inspection.

**Plan Changes:** An additional fee of 50% of the original permit

**Work Without Permit:** The permit(s) cost shall be doubled for work begun or completed without obtaining a permit.

\_\_\_\_\_  
Applicant's Initials

**Acknowledgement & Signature**

Application is hereby made for permit to do work as described. The acceptance of the permit herein applied shall constitute an agreement on the part of the undersigned to abide by all the conditions therein contained; and to comply with all ordinance of the City of Parma Heights and the laws of the State of Ohio relating to work to be done thereunder and said agreement is a condition of said permit.

It is the applicant's responsibility to review and comply with all mandates of the Parma Heights Codified Ordinances relative to this application request. Parma Heights Codified Ordinances can be found on the City's website at [www.parmaheightsoh.gov](http://www.parmaheightsoh.gov).

All inspections needed will be listed on the permit. All inspections must be scheduled at least 24 hours in advance.  
Permit number required to schedule inspections.

Applicant Name (print):

\_\_\_\_\_

Signature of Applicant:

\_\_\_\_\_

Date

Office Use Only

Official Use Only

<u>Office Use Only</u>	
Permit Number	
Permit Fee	
Permit Date	
Building Code	
Tax	%

**PARMA HEIGHTS BUILDING DEPARTMENT**

Project Name: \_\_\_\_\_ Date: \_\_\_\_\_

Location: \_\_\_\_\_ Phone: \_\_\_\_\_

**Chapter 1321.06 Commercial HVAC Fees**  
**Additional 3% OBBS assessment for commercial**

**Chapter 1321.08 Residential HVAC Fees**  
**Additional 1% OBBS assessment for residential**

Permit Item	Qty	Unit Cost	Fee	Permit Item	Qty	Unit Cost	Fee
Furnace-boilers-solar-electric or gas base fee	<i>Ea</i>	<u>\$300.00</u>		New furnace-boilers-solar-electric or gas fee		<u>\$125.00</u>	
Up to 150,000 BTU	<i>Ea</i>	<u>\$50.00</u>		New air conditioning-refrigeration	<i>Ea</i>	<u>\$125.00</u>	
Over 151,000 BTU		<u>\$60.00</u>		Related equipment	<i>Ea</i>		
Each additional 100,000 BTU	<i>Ea</i>	<u>\$20.00</u>		Gas piping	<i>Ea</i>	<u>\$125.00</u>	
Air conditioning-refrigeration base fee	<i>Ea</i>	<u>\$250.00</u>		Solid fuel appliances & stoves	<i>Ea</i>	<u>\$125.00</u>	
Up to 3 tons		<u>\$50.00</u>		Factory chimney/flue	<i>Ea</i>	<u>\$125.00</u>	
4 to 6 tons	<i>Ea</i>	<u>\$60.00</u>		Masonry chimney	<i>Ea</i>	<u>\$125.00</u>	
7 to 10 tons	<i>Ea</i>	<u>\$75.00</u>		Air cleaner	<i>Ea</i>	<u>\$50.00</u>	
Over 10 tons	<i>Ea</i>	<u>\$125.00</u>		Humidifier	<i>Ea</i>	<u>\$50.00</u>	
Refrigerant lbs in system	<i>Ea</i>			Ductwork	<i>Ea</i>	<u>\$100.00</u>	
1 to 5 lbs	<i>Ea</i>	<u>\$20.00</u>		Gas fireplace/fire logs	<i>Ea</i>	<u>\$40.00</u>	
6 to 20 lbs		<u>\$40.00</u>					
21 to 100 lbs	<i>Ea</i>	<u>\$80.00</u>					
Over 101 lbs	<i>Ea</i>	<u>\$120.00</u>					
Related equipment	<i>Ea</i>						
Gas piping	<i>Ea</i>	<u>\$200.00</u>					
Solid fuel appliances and stoves	<i>Ea</i>	<u>\$150.00</u>					
Commercial cooking line hood	<i>Ea</i>	<u>\$200.00</u>					
Hood fire suppression	<i>Ea</i>	<u>\$200.00</u>					
Chimney	<i>Ea</i>	<u>\$150.00</u>					
Masonry chimney	<i>Ea</i>	<u>\$150.00</u>					
Air cleaner	<i>Ea</i>	<u>\$60.00</u>					
Fire damper	<i>Ea</i>	<u>\$60.00</u>					
Humidifier	<i>Ea</i>	<u>\$60.00</u>					
Ductwork	<i>Ea</i>	<u>\$200.00</u>					
Gas fireplace/fire logs	<i>Ea</i>	<u>\$50.00</u>					
Replacement of existing heating & air-conditioning unit	<i>Ea</i>	<u>\$400.00</u>					

FOR ESTIMATING PURPOSES ONLY DO NOT USE THIS INFORMATION TO  
 CALCULATE PERMIT FEES.

ALL CONTRACTORS AND SUB CONTRACTORS MUST BE REGISTERED WITH THE  
 CITY OF PARMA HEIGHTS BEFORE CONSTRUCTION BEGINS.

PER 1325.10 THE PERMIT(S) COST SHALL BE DOUBLED FOR WORK BEGUN  
 WITHOUT OBTAINING A PERMIT.

Additional 3% or 1% OBBS assessment to total fee

Permit application can be completed online at  
[www.parmaheightsoh.gov/building-department/](http://www.parmaheightsoh.gov/building-department/)