



WILTON MANORS, *Island City*

2020 WILTON DRIVE, WILTON MANORS, FLORIDA 33305

COMMUNITY DEVELOPMENT SERVICES

(954) 390-2180 FAX: (954) 567-6069

A/C NEW INSTALL

Life's Just Better Here

AIR CONDITIONING (NEW INSTALL)

This checklist is designed to expedite permit application processing by ensuring that all required documentation is submitted with your application.

REQUIRED PERMIT APPLICATION(S)

- Building
- Mechanical
- Electrical

MINIMUM PLAN SUBMITTAL

- Two (2) sets of plans.
- Heat load calculations.
- Duct sizing calculations.
- Energy calculations.
- Tie-down details.
 - Signed and sealed original engineer anchoring details.
- A Notice of Commencement (NOC) must be recorded and displayed upon first inspection if the job exceeds \$7,500.
- Two (2) copies of Certificate of Product Rating.
- Two (2) copies of the survey unless on roof.
- Owner/Builder Affidavit, if constructed by homeowner. This must be signed in person at the Community Development Services Department.
- Two (2) copies of Homeowner Association Approval, if required.
- Identify landscaping on plan for ground units.
- Identify setback to unit.

INSPECTIONS

Inspections must be submitted online, faxed or dropped off prior to **4:30 PM** for the next business day.

REVIEW STOP(S)

- Building
- Mechanical
- Electrical
- Zoning (if applicable)

*Please note that this checklist is not intended to be all-inclusive. Due to changes in codes, regulations, and ordinances, other requirements may apply.