



# 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 showing an original seal prepared within the last two (2) years 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.