

CITY OF HAGERSTOWN

Permits

City Hall, 1 East Franklin Street, Hagerstown, MD 21740

FAX (301) 791-2650

Email: permits@hagerstownmd.org

ADDITION TO

MECHANICAL PERMIT APPLICATION

Associated BP # _____

Permit Information (301) 739-8577 ext 123

Job Location	Lot No.	Subdivision Name:
Owner's Name	License Holder's Name	
Owner's Address	License Holder's Trade Name	
City State Zip	License Holder's Address	
Phone: Cell:	City State Zip	Phone: Cell:
Description of Work:	State License #	

If door is locked or work is incomplete, a \$50.00 re-inspection fee will be charged per visit.

NO.	ITEM	EACH	FEE
NOT REQUIRED	Application Fee – All Permits Residential Apartment Commercial	\$50.00 \$100.00 \$100.00	X
	Technology Fee – All Permits	\$20.00	X
	Commercial Exhaust Hood	\$30.00	
	Boiler ☐ Hot Water ☐ New ☐ Steam ☐ Replacement	\$20.00	
	Furnace ☐ Gas ☐ New ☐ Oil ☐ Replacement ☐ Electric	\$20.00	
	Solid Fuel Burning Appliances	\$20.00	
	Heat Pump	\$20.00	
	A/C ☐ Residential ☐ New ☐ Commercial ☐ Replacement	\$10.00 \$20.00	
	HVAC Duct Modifications	\$20.00	
	Manufactured Fireplaces ☐ Direct vent ☐ Ventless ☐ With Chimney	\$20.00	
	Venting for: Type: ☐ Hood ☐ Comm ☐ Res ☐ Dryer ☐ Comm ☐ Res ☐ Bath Fan ☐ Comm ☐ Res	\$10.00	
	Heating Oil Storage Tanks – ☐ Residential ☐ Commercial ☐ Removal	\$ 20.00 \$20.00 \$20.00	
	Chimney Liner	\$20.00	
	Others Not Listed	\$10.00	
	Investigation Fee		
	TOTAL:	-----	

I hereby understand that whenever, in the opinion of the Mechanical Inspector, drawings and specifications are required for which application is made, I shall furnish such drawings and specifications.

I further understand that it is the responsibility of the license holder to give 24-hour advance notice to Permit Office when work is ready for testing and inspection. Failure to schedule inspections for any period of six months following the issuance of this permit will be cause for the permit to become void.

I acknowledge that I have read this application and affirm that the information supplied by myself is correct, and that the owner/tenant of the referenced property authorized me to do the work described herein, I and agree to comply with all City Ordinances and State Laws regulating HVAC/R work.

I acknowledge that repair and replacement of the public-right-of-way with appropriate permits and inspections are my responsibility.

I certify that I am properly licensed as required by the State of Maryland.

INVESTIGATION FEE: Any person who commences any work on a plumbing system before obtaining the necessary permits shall be subject to 100% of the usual fee in addition to the required fees.

Signature of the license holder

Printed name of the license holder

Date

APPLICATION NO. _____