City of Lake Worth Beach FLORIDA

BUILDING DIVISION
1900 2ND AVENUE NORTH
LAKE WORTH BEACH, FL 33460
561-586-1647

NEW A/C SYSTEM OR A/C EQUIPMENT CHANGEOUT

NOTE: THIS CHECKLIST MUST BE COMPLETED AND SUBMITTED ALONG WITH THE PERMIT APPLICATION

Check if: □ New System □ Equipment Changeout Only

For New System:

[ ] 1. Completed permit application form including all signatures.
[ ] 2. Complete set of drawings to include the following:
  a) Sizes and R-value of all ductwork
  b) Sizes, location, and cfm of all distribution and return air grilles
  c) Survey / site plan showing location of equipment. NO EQUIPMENT ALLOWED IN SETBACKS
[ ] 3. A letter of approval from homeowners association if applicable.
[ ] 4. Specifications for all equipment to include: manufacturer, model no., heat size in KW, cooling in tonnage, SEER Rating
[ ] 5. The size of the existing electrical service in amps.

For Equipment Changeout Only:

[ ] 1. Completed permit application form including all signatures.
[ ] 2. Specifications for all equipment to include: manufacturer, model no., heat size in KW, cooling in tonnage, SEER rating.
[ ] 3. The size of the existing electrical service in amps.
[ ] 4. Survey / site plan showing location of equipment. NO EQUIPMENT ALLOWED IN SETBACKS.
[ ] 5. AHRI certificate required.

A/C SYSTEM PERMIT SUBMISSION NOTES:

1) No mechanical equipment will be allowed in any zoning setbacks unless a variance has been obtained from the zoning board.
2) ENERGY CODE forms must be submitted when:
  a) Installing in previously un-conditioned space see exceptions in mechanical code.
  b) Renovations exceed 30% of market value
3) NOTICE OF COMMENCEMENT required for existing systems over $7,500.00 value or new systems over $2,500.00 value.

Affidavit: I hereby certify that I have read and understand the requirements as stated above for a permit and further understand that unless all required items are submitted with the permit application, my application will be IMMEDIATELY placed on HOLD until all required items are submitted.

SIGNATURE OF APPLICANT: _____ DATE: _____

Revised 1-11-2022