

1.

Permit application

a.

job description should include tonnage and seer

2.

AHRI

required if system replacement is not "LIKE FOR LIKE"

a.

The AHRI is required

to be at the job site for the inspection

3.

Ductless mini

-

splits will require energy calculations

4.

Proof of property ownership

-

reco

rded deed or property appraisers office printout

5.

Construction lien law affidavit

-

for any job greater than $2,500 (contractor issued

permits only)

6.

Owner/Builder Disclosure Statement (owner builders only)

7.

Notice

of commencement

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*certified copy*

*)*

this is required for any improvements to your

property greater than $2,500.The notice of commencement is to be filled out, and

recorded with the Flagler County Clerk’s office in Bunnell. IT is not required at the time of

permit issuance, but will be required prior to any inspections.

Mechanical

Checklist

Visit our website for additional information

[c](https://www.palmcoastgov.com/government/building/contractor-permitting)

[https://www.palmcoastgov.com/government/building/contra](https://www.palmcoastgov.com/government/building/contractor-permitting)

[to](https://www.palmcoastgov.com/government/building/contractor-permitting)

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