

**CITY OF FRANKLIN**  
**APPLICATION FOR HEATING AND AIR CONDITIONING PERMIT**

9229 W. LOOMIS ROAD, FRANKLIN, WISCONSIN 53132  
 Phone (414) 425-0084 E-mail: [generalinspection@franklinwi.gov](mailto:generalinspection@franklinwi.gov)  
 (applications can be downloaded at [www.franklinwi.gov](http://www.franklinwi.gov))

**PLEASE PRINT CLEARLY - ALL INFORMATION IS REQUIRED**

|  |      |  |      |
|--|------|--|------|
| JOB ADDRESS:   |      | OWNER/OCCUPANT'S NAME:   |      |
| CONTRACTOR'S COMPANY NAME:      CONTR. REGISTRATION: |      | ADDRESS:   |      |
| CONTRACTOR'S ADDRESS:                                |      | CITY:  | ZIP: |
| CITY:  | ZIP: | PHONE:   |      |
| PHONE:   |      | OWNER EMAIL:   |      |
| EMAIL ADDRESS:                                       |      | ESTIMATED COST: (REQUIRED)   |      |
|  |      | <input type="checkbox"/> NEW CONSTRUCTION <input type="checkbox"/> NEW TO EXISTING BUILDING<br><input type="checkbox"/> DIRECT REPLACEMENT <input type="checkbox"/> 1/2 FAMILY <input type="checkbox"/> COMM./IND.*<br>Project Description (required): _____ |      |

  

| <u>EQUIPMENT</u>  | <b>HEATING EQUIPMENT</b><br>\$60.00 PER UNIT TO 150,000 BTU(INPUT)    \$21.00 EACH ADD'L 50,000 BTU ROUNDED UP<br><br><b>AIR CONDITIONING AND COOLING EQUIPMENT</b><br>\$60.00 PER UNIT UP TO 3 TON    \$21.00 EACH ADD'L TON (12,000 BTU) ROUNDED UP<br><br><b>MAXIMUM FEE OF \$1200.00 PER HVAC OR A/C UNIT</b><br><br><b>*GARAGE HEATERS* IF HEATING OVER 50 DEGREES SHALL COMPLY WITH SPS 322.30 (4)*</b> | NO.<br>OF<br>UNITS | FEE       |
|---|---|--------------------|-----------|
| -HEATING UNITS<br>-AIR CONDITIONERS<br>-POOL HEATERS<br>-INCINERATORS<br>-AIR HANDLING UNITS<br>-ENERGY RECOVERY VENTILATORS<br>-*GARAGE HEATERS* | <b>THE FOLLOWING INFORMATION IS REQUIRED ON ALL SUBMITTALS</b><br><b>MANUFACTURER / MODEL / EQUIPMENT SIZE [INPUT (BTU / TONS)] / EER / IEER RATING</b><br><br><b>**COMMERCIAL/INDUSTRIAL: PROVIDE WEIGHT OF PROPOSED RTU AND EXISTING (IF APPLICABLE), TO DETERMINE WHETHER 2021 IEBC 706.2/805.2 WILL APPLY. IF APPLICABLE, THEN PLANS WILL NEED TO BE SUBMITTED TO E-PLAN EXAM FOR FURTHER REVIEW.</b>     |                    |           |
| UNIT 1  |   |                    | \$        |
| UNIT 2  |   |                    | \$        |
| UNIT 3  |   |                    | \$        |
| UNIT 4  |   |                    | \$        |
| UNIT 5  |   |                    | \$        |
| UNIT 6  |   |                    | \$        |
| <b>DUCTWORK &amp; DISTRIBUTION SYSTEMS</b>  | TOTAL SQ FT OF HEATED SPACE @ \$2.30 PER 100 SQ FT: _____ SQ. FT.<br>ROUND UP TO THE NEXT WHOLE DOLLAR<br><b>DUCTWORK &amp; DISTRIBUTION SYSTEMS- \$60.00 MINIMUM FEE</b>   |                    | \$        |
| <b>COMM. EXHAUST HOODS/SYSTEMS</b>  | NUMBER OF EXHAUST HOODS/EXHAUST SYSTEMS _____ @ \$200.00 PER EXHAUST HOOD   |                    | \$        |
| <b>PLAN REVIEW</b><br>*COMMERCIAL/<br>INSTITUTIONAL/<br>INDUSTRIAL/MULTI-FAMILY   | <b>E-PLAN EXAM/ DSPS Approved plans \$125.00</b><br><br>Submit all documents to E-PLAN EXAM for review – Once approved submit this application and plans to the Inspection Services Department for permit.  |                    | \$125.00  |
| <b>MINIMUM PERMIT FEE \$95.00</b>   |   |                    | \$        |
| <b>TECHNOLOGY FEE (MUST BE PAID ON ALL PERMITS)</b><br>(TOTAL FEE DOES NOT INCLUDE THE PLAN REVIEW FEE)   |   |                    | \$ 10.00  |
| <b>HVAC PERMIT TOTAL FEE:</b>   |   |                    | <b>\$</b> |

CONTRACTOR'S SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

FAILURE TO OBTAIN PERMIT PRIOR TO STARTING WORK - - FIRST OFFENSE, TRIPLE FEES, SUBSEQUENT OFFENSES, QUADRUPLE FEES  
 CALL (414) 425-0084 FOR ALL INSPECTIONS! 24 HOURS NOTICE REQUIRED! ELECTRICAL PERMIT AND FINAL INSPECTION ARE REQUIRED FOR ALL  
 HVAC EQUIPMENT REPLACEMENT.

HVAC REV 01/2026



| COMMERCIAL PLAN REVIEW FEE SCHEDULE – BUILDING/HVAC/FIRE ALARM/FIRE SUPPRESSION/PLUMBING           |   |            |
|--|---|------------|
| 1. New construction, additions, alterations and parking lots fees are computed per this table.     |   |            |
| 2. New construction and additions are calculated based on total gross floor area of the structure. |   |            |
| 3. A separate plan review fee is charged for each type of plan review.                             |   |            |
| Area<br>(Square Feet)  | Building Plans  | HVAC Plans |
| Less than 500 sf   | \$100   | \$100      |
| 501 - 2,500  | \$300   | \$180      |
| 2,500 - 5,000  | \$350   | \$250      |
| 5,001 - 10,000   | \$600   | \$350      |
| 10,001 - 20,000  | \$800   | \$450      |
| 20,001 - 30,000  | \$1,200   | \$600      |
| 30,001 - 40,000  | \$1,600   | \$900      |
| 40,001 - 50,000  | \$2,100   | \$1,200    |
| 50,001 - 75,000  | \$2,900   | \$1,600    |
| 75,001 - 100,000   | \$3,600   | \$2,200    |
| 100,001 - 200,000  | \$6,000   | \$2,900    |
| 200,001 - 300,000  | \$10,500  | \$6,700    |
| 300,001 - 400,000  | \$15,500  | \$9,800    |
| 400,001 - 500,000  | \$18,500  | \$12,000   |
| Over 500,000   | \$20,000  | \$13,500   |
| Note:  | 1. A Plan Entry Fee of \$100.00 shall be submitted with each submittal of plans in addition to the plan review and inspection fees.   |            |
|  | 2. At the sole discretion of the Supervisor of Building Inspection and Plans Examiner; Fees may be modified, reduced or waived based on scope of services, project type, or other relevant factors.   |            |
| Determination of Area  | The area of a floor is the area bounded by the exterior surface of the building walls or the outside face of columns where there is no wall. Area includes all floor levels such as subbasements, basements, ground floors, mezzanines, balconies, lofts, all stories, and all roofed areas including porches and garages, except for cantilevered canopies on the building wall. Use the roof area for free standing canopies. |            |
| Structural Plans and other Component Submittals  | When submitted separately from the general building plans, the review fee for structural plans, precast concrete, laminate wood, beams, cladding elements, other facade features or other structural elements, the review fee is \$250.00 per plan with an additional \$100.00 plan entry fee per each plan set.  |            |
| Accessory Buildings  | The plan review fee for accessory buildings less than 500 square feet shall be \$125.00 with the plan entry fee waived.   |            |
| Permission to Start  | The plan review fee for permission to start construction shall be \$150.00 for all structures.  |            |
| Plan Examination Extensions  | The fee for the extension of an approved plan review shall be 50% of the original plan review fee, not to exceed \$3,000.00.  |            |
| Resubmittals & revisions to approved plans   | When deemed by the reviewer to be a minor revision from previously reviewed and/or approved plans, the review fee shall be \$75.00. Any significant changes or alterations beyond minor amendments as determined by the Plans Examiner and Building Inspection Department may result in additional charges as appropriate.  |            |
| Submittal of plans after construction  | Where plans are submitted after construction, the standard late submittal fee of \$250.00 will be assessed per each review type that occurred after construction. This is in addition to any other plan entry fees, structural components and base fees applied to a project.   |            |
| Expedited Priority Plan Review   | The fee for a priority plan review, which expedites completion of the plan review in less than the normal processing time when the plan is considered ready for review, shall be 200% of the fees specified in these provisions.  |            |