

City of Hialeah
Building Department
Air Conditioning
Emergency Replacement Procedures

Florida Building code Sec. 105.2.1 allows contractors to replace equipment in an emergency situation, and submit the permit application the following business day without penalty.

PROCEDURE:

A contractor who is replacing an air-conditioning system prior to applying for a permit must first call the Chief Mechanical Inspector, City of Hialeah, Building Department at 305-883-5825. If the Chief is not available please provide the permit technician with the following information:

- Company name
- Name of person placing the call
- Property address for the installation
- Brief description of work being performed

The contractor can then proceed with the replacement and must submit a permit application the next business day.

Two copies of the air conditioning replacement data sheet and the engineered anchoring detail must be submitted with the permit application.

A contractor who fails to call the Building Department, Mechanical Chief prior to replacing an air conditioning system and performs the work without a permit will be subject to a permit fee of two (2) times the current fee.

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