

HVAC Repair/Replacement Permit

Information Guide

Current Adopted Codes:

- 2018 International Residential Code (with regional amendments)
- 2018 International Mechanical Code (with regional amendments)

Permit Application:

- Complete Building Permit Application.
- Mechanical contractor must register with the City and be listed on the permit application.
- Send the Building Permit Application and applicable construction plans to the City, online via MyGov.

Residential- Use Project Template: HVAC Repair/Replacement Permit

Commercial - Use Project Template: Mechanical Work Permit (C)

or to: permits@roysecity.com or deliver to the Building Dept. at City Hall – 305 N. Arch St., Royse City, TX 75189

Inspections:

- **No work may begin until the permit has been issued**
- Once permit is issued, inspections can be requested via MyGov, or by email at permits@roysecity.com or by calling 972-524-4710
- Inspection requests must be received by 4pm for next day inspection
- Permit fee - \$75.00

