



REQUIREMENTS TO OBTAIN HVAC PERMIT

- 1) **Replacement units without ductwork replacement or gas line change out**
 - a. Submit specification sheet (manufacturer's sheet with unit installed highlighted)
 - b. Venting detail: High efficiency PVC vent new run location; does water heater vent still meet vent table if vented to same location.
- 2) **Replacement units with ductwork/gas line modification**
 - a. Detailed floor plan showing location of units with duct sizes and what room it is feeding, venting details; if in attic or crawlspace installation, need insulation specification and manufacturing installation sheets.
- 3) **New installations**
 - a. Detailed drawing with location, venting (also bath fans) termination, duct size and runs, gas line schematic, heat loss/gain worksheets (Manual J), manufacturers specifications on units installed. Heating and cooling equipment must match building energy code as submitted.
- 4) **Geothermal, same as above**
 - a. Plumbing schematic as proposed.
- 5) **Other requirements for all units**
 - a. General location of equipment: attic – crawl – basement – closet – etc.
 - b. New installations location, electric requirements (GFCI receptacle) AC unit service size.