



Attachment I: HVAC System Supplemental Application Materials

When making application for a permit for any heating system, please provide a copy of “Manual J Calculations” or the equivalent manufacturer’s specifications on the unit to be installed.

Please note that the following items will be checked on field inspection:

- All work shall comply with the IRC2009.
- Installation instructions for the equipment shall be on-site during the inspection.
- Applicant shall provide proof of passed electrical inspection.
- Conduit coming through walls.
- Trunk lines and insulation.
- Carbon monoxide detectors. These are required to be located outside of all sleeping areas if the home has an attached garage, or any fuel-fired appliances.
- If system is in an unconditioned space, the applicant must perform a duct tightness test.

Additionally, for systems utilizing geothermal technologies, the following items will be checked during the field inspection:

- Copy of the well permit and plot plan showing location of wells on property will be reviewed.
- The well driller must call for pressure test of loop piping prior to backfilling.
- Approved plans and specifications must be available on site at all times.

I hereby acknowledge receipt of a copy of this form:

Applicant

Date