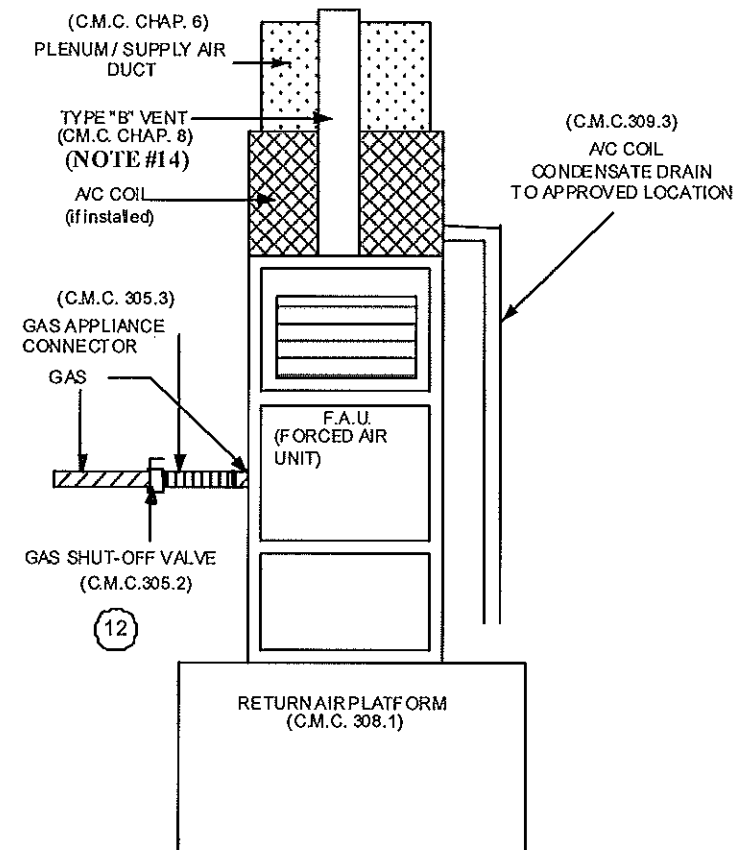


HEATING-AIR CONDITIONING INSTALLATION GUIDE (H.V.A.C.)



1. A mechanical system shall not be installed, altered, repaired, replaced or remodeled unless first a permit has been obtained (C.M.C. 112.1).
2. A site plan is required for any equipment installed on the outside of any building. Indicated on plans shall be set-backs, location of equipment on the property, equipment dimensions and be signed by the applicant and or authorized agent of the applicant (C.M.C. 113.1) Planning Department approval is required for units on rooftops or within sight of the public. (Home owners association approval is required if in a H.O.A. Tract)
3. Mechanical systems shall remain accessible and exposed for inspection purposes until approved and shall not be connected to the energy fuel-supply lines until authorized.
4. It is the duty of the person doing the work to notify the building department that such work is ready for inspection
5. Reinspection fees may be assessed, when the approved plans are not readily available to the inspector, for failure to provide access on the date for which inspection is requested or for deviating from plans requiring the approval of the building official.
6. Equipment shall be approved prior to installation. Listed equipment may be approved by the building official upon determination that is safe for use and complies with nationally recognized standards. A permanently attached label of an approved agency may be accepted as such evidence.
7. The conditions of listing and the manufacturer's installation instructions shall be the minimum requirements for installation.
8. Equipment installation must comply with all current applicable codes.
9. Installers shall leave the manufacturer's installation and operating instructions attached to the equipment. (C.M.C. 302.1)
10. When located in a garage, equipment shall be suitably guarded to prevent damage and the ignition source shall be at least 18" above floor level and the equipment attached to a secure platform. (C.M.C. 303.1.3)  
(When locating to attic, see Access & Service Space (C.M.C. Section 307). Indicate the use of vacant space.)
11. Electrical connections shall be wired in a manner without the use of cords (hard wired) unless the equipment is listed for cord type connection. The equipment shall be thermally protected (15Amp fused or 15Amp HACR circuit breaker) And have a disconnecting means for each piece of equipment adjacent or within sight. (2001 C.E.C. 440-54, 440-55)
12. A gas shut-off valve is required to be accessible and shall be within 3 feet of the unit. (C.M.C. 305.3)
13. Fuel burning equipment shall not be installed in a closet, bathroom, or a room readily usable as a bedroom, or in a room, compartment, or alcove opening directly into any of these (C.M.C.304.5)
14. Vents shall not be sleeved through existing transite vents. Existing transite vents may be removed & discarded per E.P.A. standards or left intact, & the new vent installed in an alternate location per (C.M.C. chapter 8).