

**INFORMATION AND PROCEDURES FOR PERMIT APPLICATIONS TO
REPLACE HOME HEATING EQUIPMENT**

DATE_____ PERMIT#_____ BLOCK_____ LOT_____ LOCATION_____

Applicable Codes and Standards:

- *2006 IRC Building Code
- *2006 IFGC Fuel Gas Code
- *2006 IMC Mechanical
- *NFPA 31 - Oil Burning Equipment
- *NFPA 30 - Flammable and Combustible Liquids
- *NFPA 54 - National Fuel Gas Code
- *NFPA 58 - Liquefied Petroleum Gas
- *Manufacturers' Installation Instructions

The following information is required pursuant to U.C.C. regulations in order to process this type of permit application:

1. Building, Plumbing, Electrical and Fire Permit applications to record/document responsible contractors and plan review and inspection approvals when applicable.
2. Please provide a copy of **manufacturer's installation instructions**.

- | | BTUs |
|--|-------------|
| (a) Hot Air Heating Unit_____ | _____ |
| (b) Boiler with baseboard/radiation_____ | _____ |
| (c) Hot water heater_____ | _____ |

3. Please **submit a diagram** of the proposed location of the furnace to be installed.
4. Please prepare a **chimney riser diagram** or a vent riser diagram to include and illustrate connector rise, type, size and chimney size or vent size and height.

(a) Size_____ Length_____ Pitch_____ Gauge_____

(b) Type: Double Wall B Vent_____ Single Wall_____ L Vent (Oil)_____

(c) Is there an existing barometric damper? _____ (Oil fired appliance)

Unless the new oil fired equipment is tested and labeled to be exempt from the barometric damper requirement, one must be installed in conformance with N.F.P.A. 31 and the manufacturer's installation instructions.

5. Describe installation or replacement for new heating appliance

	Yes	No		Yes	No
(a) Oil to Gas	_____	_____	(c) Gas to Gas	_____	_____
(b) Oil to Oil	_____	_____	(d) Gas to Oil	_____	_____

6. Do you have an oil tank? **Yes**___ **No**___ **Size**_____

Outside___ Above Ground___ Below Ground___ Inside___

If you are converting your existing fuel source from oil to gas, please submit an illustrated gas pipe diagram and specify the type, size and location of the new gas pipe in order to be covered under the plumbing portion of the permit. If an existing oil tank is involved, you must declare its continued use, and or obtain a permit to abandon it in place or remove it in accordance with N.J.U.S.T. Tank Regulations. If you are converting from gas to oil, please submit information/specifications regarding the type, size and location to include size and arrangement of fill and vent pipes to be covered under the plumbing portion of the permit, same for L.P. tanks.

Call before you DIG (1-800-272-1000) notification required to identify underground utilities prior to all excavations exceeding 6" in depth by owner/contractor pursuant N.J.S.A. 48:2-73 (Underground Facilities Protection Act).

7. Describe the chimney system:

(a) New___ Existing___ Size___ Height___ Age___

(b) Masonry___ Metal Chimney___ B-Vent, Size___ Other___

(c) Does it serve any other appliance?___ What appliance?_____

(d) Existing _____ condition _____ of _____ masonry chimney:_____

(e) _____ Does the existing chimney have a chimney cleanout_____

(f) Does the existing chimney have a terracotta flue liner?

Yes___ **No**___ **Size**_____

(g) Are You: replacing___ or repairing___ or relining___

(h) Describe new relining system_____

8. If new installation, indicate location or emergency shut off switch on diagram submitted with this application.
9. Applicant to inspect and size the existing chimney exhaust vent system and complete the attached chimney certification - Form F370, fax copy to the Building Department to issue a Certificate of Approval.
10. Mechanical contractor shall have a qualified technician* submit a signed Flue Draft Venting Certificate listing test results for the following conditions:
 - (a) If more than one gas fired appliance is connected to a masonry chimney, each appliance shall be tested once individually and once collectively (for spillage at draft hood) while all other exhaust systems are in operation, such equipment shall include: attic exhaust fans, kitchen exhaust fan, bathroom exhaust, radon exhaust fan and clothes dryer.
 - (b) The Certificate shall state the general weather and temperature, date, instruments used, results and be signed by the technician.

* Technician must possess a training certificate from:

- (a) Home Improvement Contractor License

** Tested with only one gas fired heating unit in operation.

*** All multiple gas fired heating units operating at same time.

11. Contractor shall provide written evidence that the all new gas heating systems was inspected and approved by The Gas Company.

All Township Inspectors have been advised not to conduct inspections if the approved HVAC plans and manufacturer's installation instructions are not on site and available for their reference purposes. If the approved plans and manufacturer's installation instructions are not available, a reinspection will have to be scheduled. Request for inspection appointments (specific time) will not be honored unless confirmed by the inspector.

Signature of Applicant

Date

For technical questions, please call inspectors listed below. If the inspector is not in, please leave a message in his voice mail and he will return your call.

Office hours for inspection request: Monday-Friday 8:45-3:00 PM
Please call for inspections 24 hours in advance at 737-0612

Inspection Schedule

Dan Wydner	Building	Monday – Friday	6:00 am – 12:00 pm
Chris Rose	Plumbing	Monday - Friday	6:00 am – 12:00 pm
Allen Rowles	Electric	Monday – Friday	6:00 am – 12:00 pm
Kevin Oswald	Fire	Mon, Wed, Friday	6:00 am – 12:00 pm