



BUILDING DEPARTMENT  
(847) 395-1000  
FAX: (847) 395-1920  
Hours: 8:00am – 4:30pm

### **HVAC/FURNACE**

Below you will find a summary of code requirements for HVAC/Furnace construction within the Village of Antioch, based upon the 2003 International Commercial Code or the 2003 International Mechanical Code for HVAC/ Furnace. **THIS IS ONLY A SUMMARY.** You may find it helpful to become more familiar with the Building Code, as you are designing and installing the HVAC/Furnace. Please feel free to call the Plans Examiner at (847) 395-1000 if you have any questions.

#### **WHERE CAN THE FURNACE A/C BE LOCATED?**

- Refer to the manufacturer's installation brochure for proper installation on where the furnace may be located including any special installation instructions per the manufacturer's recommendations.
- If the Building Code differs from the manufacturer's instructions the manufacturer's recommendations for installation must be adhered to.

#### **COMMERCIAL GENERAL REQUIREMENTS**

- Damper controls needed on each supply branch
- Minimum of three screws and UL approved foil tape per branch.
- All penetrations must be properly sealed to prevent rodent infestation.
- Copper must be separated from all other dissimilar metals.
- Condensate disposal must run directly to a drain.
- Check for leaks on all gas pipe replaced.
- Appliance must have 30" of open area in front of unit to have access to work on units.
- Vibration isolation must be used between supply and return plenums.
- The wire must match the breaker size.
- The unit nameplate must match breaker size.
- Branch supports for supply gas lines every 10' maximum
- Roof top units must be set on top of a curb on the roof
- Curb and unit must be properly flashed to prevent leaks on the roof
- A GFI moisture protected outlet must be located within 25' of unit

## **WHAT INFORMATION DO I NEED TO SUBMIT FOR A PERMIT?**

- Permit Application.
- Proposal from Contractor; if applicable.
- Unit Brochures from manufacturer

*Please note – incomplete applications may require a copy fee.*

## **WHAT HAPPENS NEXT?**

We will contact you by phone or fax within 5 – 10 business days to inform you when your permit is ready to be picked up. Work cannot be started until the permit is paid for and picked up. The permit must be picked up in person. We accept cash or checks. If there are additional items needed before permit issuance we will try to contact you as soon as possible.

## **HOW MUCH WILL MY PERMIT COST?**

Permit fees are determined by the cost of construction (2%), or a minimum of \$50.00, which includes plan review fees, and all inspections.

## **WHAT INSPECTIONS ARE REQUIRED?**

1. Completion

**INSPECTIONS ARE SCHEDULED MONDAY THROUGH FRIDAY BY CONTACTING THE BUILDING DEPARTMENT AT (847) 395-1000 BEFORE 2:00 P.M. THE PREVIOUS DAY BEFORE THE INSPECTION IS NEEDED. THIS IS A MINIMUM, DEPENDING ON THE WORKLOAD; IT MAY NOT ALWAYS BE POSSIBLE TO SCHEDULE AN INSPECTION FOR THE FOLLOWING DAY.**

**PROVIDE PERMIT NUMBER AND ADDRESS WHEN CALLING IN FOR INSPECTIONS.**

**IF THE INSPECTOR NEEDS TO RETURN FOR THE SAME INSPECTION, A \$150.00 RE-INSPECTION FEE IS REQUIRED TO BE PAID BEFORE A RE-INSPECTION CAN BE SCHEDULED.**

**NO RE-INSPECTION ON THE SAME PHASE OF CONSTRUCTION SHALL BE DONE IN THE SAME 24-HOUR PERIOD.**

**THIS IS TO SERVE AS WRITTEN DOCUMENTATION THAT I WILL COMPLY WITH ANY/ALL REVIEW COMMENTS RECEIVED FROM THE INSPECTORS OF THE VILLAGE OF ANTIOCH AS THEY PERTAIN TO THE ISSUANCE OF PERMIT NUMBER \_\_\_\_\_.**

Further, this is to serve as written notice that NO ADDITIONAL OPTIONS will be incorporated into Construction Permit “after-the-fact”. Should any additional options/revisions be required/desired after this permit has been issued and construction has begun, the work on said options/revisions will NOT begin until such time that the Permits Coordinator or the Chief Building Inspector has been contacted and informed of any/all revisions/options. This will allow for appropriate revisions to be added to the plan submitted and for file to be maintained appropriately, allowing for proper authorization of same. It will also allow for proper fee structure to be applied and for all necessary paperwork to be completed and reviewed by our Inspectors prior to the additional options/revisions being incorporated into this particular permit application.

This permit (once issued) will cover only the work specified on the plan submitted. I understand that a signed/notarized Contractor’s Statement may be required at the time that the construction is ready for a Final Inspection.

If any changes occur with regards to the sub-contractors reflected on the permit, notice will be given to the Village (in writing) so that all appropriate insurance and bonding requirements will be met PRIOR to that portion of the work beginning.

I am aware of the review comments made by the Inspectors and will adhere to their findings. All concerns regarding this application for permit have been addressed. Signing of this is an acknowledgment of that fact and also the understanding that I will also comply with/adhere to any/all comments, concerns, adjustments or determinations of the Village Inspectors which may result at the site, once work is in progress.

The property-in-question may be subject to Covenants, Conditions, and Restrictions (CCR’s), which are private restrictions subject to enforcement by a Homeowners’ Association. In issuing any construction permit, the Village of Antioch makes no representation that the approved plans comply with the provisions of the CCR’s.

**NOTE: Building Plans are to be kept on site as per Building Code**

THE APPLICANT ACKNOWLEDGES TO HAVE READ THE ABOVE, AND AGREES TO SAME.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**DISCLOSURE REGARDING PRIVATE COVENANTS**

The undersigned owner of property (listed below) in the Village of Antioch hereby acknowledge that the Village of Antioch has advised them that there may be private covenants, restrictions and conditions of record (the “private covenants”) which do not allow the undersigned to execute the type of work requested, even though doing so may be allowed under the Village’s ordinances upon issuance of a building permit. The Village does not enforce private covenants. However, under most private covenants a homeowner’s association or any owner or owners in a subdivision have the power to enforce the covenants, including making you remove the improvements and paying for their attorney’s fees if they are successful in any litigation to enforce the private covenants. If you are not sure whether the private covenants allow you to make proposed improvements, you should review the private covenants before installing them and entering into a contract to have the improvements installed by a contractor or yourself.

\_\_\_\_\_

Owner

\_\_\_\_\_

Owner

\_\_\_\_\_

Address

\_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Pin Number