



Community Development Department
 1200 L.W. Besinger Drive - Room 214
 Carpentersville, IL 60110
 Hours: M-F 8:30 AM – 5:00 PM
 Phone (847) 551-3478
 Fax (847) 426-0864
<http://vil.carpentersville.il.us>

Air Conditioning Replacement

ADDRESS:	Date Received:
Applicant Name:	Check in by:
Applicant Daytime Phone:	Date Returned to Applicant:
Applicant Email Address:	

I understand that any missing or incomplete items or failure to clearly describe the proposed scope of work will cause this plan review to be delayed until the submittal is complete and/or the work is correctly described. Upon submittal of the remaining items, I understand that the plans are still subject to review by the Village and that corrective measures and/or additional information may be required.

 Applicant Signature

 Date

Submittal Checklist, minimum requirements:

OK	N/A	Item Description
<input type="checkbox"/>	<input type="checkbox"/>	Homeowners Association approval letter, if required
<input type="checkbox"/>	<input type="checkbox"/>	Completed building permit application
<input type="checkbox"/>	<input type="checkbox"/>	Detailed scope of work and equipment data
Comments / Other Submittals Required:		

Minimum Requirements:

1. Submit a completed mechanical permit application, along with data on the size of the equipment to be installed (in BTU/hr. input rating or tons of cooling). Mechanical contractors must be registered with the Village.
2. Air conditioning must be installed in accordance with the manufacturer's installation instructions.

3. Air conditioning must be accessible for service, repair and replacement.
4. Disconnect for condenser shall have the same required clearance as for an electrical device.
5. Electric panel shall have the required slots for the condenser overcurrent device. Twin, tandem, duplex or split circuit breakers are **not** permitted.
6. Circuit breaker shall be properly sized per the manufacturer's rating plate of the unit.
7. Circuit breakers shall match the brand name of the electric panel manufacturer.
8. Equipment shall be effectively grounded.
9. Condensation drain pipe shall not discharge into the crawl space.
10. Copper refrigeration lines shall not touch dissimilar materials unprotected.
11. Installer shall conduct a safety check and verify proper operation of the air conditioning and components at start up.
12. Installation instructions must be available to the inspector.
13. All work shall be in compliance with the 2006 International Mechanical Code.
14. All work shall be in compliance with the 2005 National Electric Code.
15. Existing 60 amp electrical service equipment must be upgraded to at least 100 amps with the additional equipment loads from central air conditioning.
16. Please note that there is a \$50 fee for re-inspections.
17. Electricians shall provide a copy of their electrical license from a municipality in the State of Illinois that administers an electrical licensing examination.
18. Permit fees: \$50, payable at time of permit issuance.

Minimum Required Inspections:

Final inspection is required when all work is completed.

Schedule Inspections With:

Community Development Department

Helpful Contact Information:

J.U.L.I.E. 811
 Com Ed (800) 344-7661
 Community Development (847) 551-3478

Click on our Village website page at:
<http://vil.carpentersville.il.us/building.htm> for more information.