



# Village of Westchester

10300 West Roosevelt Road, Westchester, IL 60154  
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<b>FOR OFFICE USE ONLY</b>	
PERMIT NO:	_____
DATE ISSUED:	_____
PAID:	_____
CONTRACTORS:	_____
APPROVED BY:	_____
TITLE:	_____

## APPLICATION FOR COMMERCIAL HVAC PERMIT

Date: \_\_\_\_\_ Site Address: \_\_\_\_\_

<b>Name of Tenant/Business:</b> _____	<b>Phone:</b> _____
<b>Address:</b> _____	<b>Email:</b> _____
<b>Name of Property Manager/Owner:</b> _____	<b>Phone:</b> _____
<b>Address:</b> _____	<b>Email:</b> _____
<b>General Contractor:</b> _____	<b>Phone:</b> _____
<b>Contractor Address:</b> _____	<b>Email:</b> _____
<b>Description of Work:</b> _____	<b>Cost of Work:</b> _____

### DESCRIPTION OF WORK

**Replacement of:** Furnace \_\_\_\_\_ Air Conditioner \_\_\_\_\_ Boiler \_\_\_\_\_

<b>Permit Fees:</b> Furnace installations per unit up to 250M BTU:	\$125
Furnace installations per unit between 250M & 400M BTU:	\$150
Furnace installations per unit over 400M BTU:	\$200
Air Conditioning per unit up to 3 tons:	\$125
Boiler:	\$250

**Inspection Fee:** \$50 per inspection

No error or omission in either the plans or application, whether said plans or application have been approved by the Building Commissioner or not, shall permit to relieve the applicant from constructing the work in any other manner than that provided for in the Ordinance of this Village relating thereto. The Applicant having read this application and fully understanding the intent thereof declares that the statements made are true to the best of my knowledge and belief.

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

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

**Print Name:** \_\_\_\_\_

### Application Requirements:

- Application Form:** Fill out a copy of this application form.
- Energy Efficiency Rating of Device**
- Contractor Information:**
  - a. If the owner will be applying for the permit and doing the work, "owner/self" should be written on the "Contractor" line.
  - b. If a contractor is doing the work, Contractor's Bond, Insurance and Licensing form and documents

### Code Specifications:

**Furnace:** Combustion air source & size shall be provided.

**Air Conditioning:** Disconnect must be a minimum of 24 inches above ground.

**Location:** Remote compressor-condenser unit must be at least 15 feet away from adjacent residence.

**INSPECTIONS:** You must contact the Building Department (708-345-0199) and schedule the necessary inspections.

- **Final Inspection:** A final inspection is required.

Updated 8/1/17