

HVAC WORKSHEET

JOB ADDRESS: _____ **DATE:** _____

Permit No. _____

SCOPE OF WORK: _____

\$70 Inspection Fee will be added to all permits. Additional inspection fees will be assessed if multiple inspections are required or for re-inspections. The HVAC Contractor must be present for the inspection.

TYPE OF WORK	PERMIT FEES	TOTAL UNITS
New or Replacement Furnace or AC Unit	\$50 each	
New or Replacement Boiler*	\$50 each	
New or Replacement Process Equipment	\$50 each	
Gas Piping Fees	\$50	
Helicopter Usage <input type="checkbox"/> Yes <input type="checkbox"/> No	\$500	

All equipment installed within the City of Evanston shall be listed by an accredited testing laboratory. No work shall begin without a permit, including A/C condenser replacements. **New A/C unit installations require a plat of survey indicating the location of the unit with distances to property lines.**

I HEREBY CERTIFY THAT THE ABOVE-LISTED WORK WILL BE DONE BY MY COMPANY. ALL ADDITIONAL FEES WILL BE PAID FOR ANY ADDITIONAL WORK PERFORMED NOT STATED ABOVE.

Signature of Supervising HVAC Contractor

City of Evanston Registration Number

HVAC Contractor Name: _____

Phone Number: _____

Address: _____ City _____ Zip _____

Email Address: _____

Please note: Decibel levels from new or replacement mechanical equipment and appliances shall not exceed 55dBA when measured at the adjacent property line. Please consider quieter equipment, acoustical barriers and placement location on the property for this installation.

* Boilers located in single family residences with 250,000 or greater BTU input –or– using chemical additives for operation require a Reduced Pressure Principle Backflow Prevention Zone assembly. Please apply for a CCCD W/O Fire Suppression permit in the Citizen Portal. Boilers with less than 250,000 BTU input may be equipped with a Dual Check with Atmospheric Vent Backflow Preventer.