

HVAC/Gas Plan Approval Application Logan County Building Authority

Address of Project		City/Township		Project Description	
Owner		Address		Phone No ()	Cell Phone No ()
				E-mail:	
Contractor/DBA		Address		Phone No ()	Cell Phone No ()
				E-mail:	
HVAC/Gas Line Design					
Equipment Type/ Size	Location of Equipment	Type of Fuel		Heat Loss/Gain – New House only	
Heat Loss/Heat Gain Calculations (USE BELOW SPACE)			Drawings Have Been Submitted with Building Plans?		
			<input type="checkbox"/> Yes	* If no, drawings or system description must be submitted below or with Application	
<input type="checkbox"/> No*					

Note: Gas line submittals require schematic designs and details.

As the legal owner/agent of the property above, I am performing the HVAC work described above:

_____ Date ____/____/____
Applicant/Owner/Agent

Application Fee \$40.00 x 1%	<input type="checkbox"/>	Work W/out Permit \$200.00	<input type="checkbox"/>	Application No. _____
<p>Application fee must accompany application or application will not be processed or accepted.</p>		Plans Examiner Approval		
		<input type="checkbox"/> Yes <input type="checkbox"/> No Plan Reviewer: _____		
		Date of Review	____/____/____	

Plan Submittal Form *Part B*

General instructions

- The plan submittal form must be filled out completely. If this form is not completed accurately and thoroughly the application may be rejected.
- All applications must have a system description or plan included, no exceptions.
- If the HVAC/Gas drawings have been submitted with the building plans, please indicate on the application.
- Per section 106.1 the Residential Building Official may require additional drawings, technical data or documentation in order to verify compliance.
- A registered HVAC contractor with Logan County Building Regulations Department or homeowner must perform HVAC work.
- Homeowner/occupant definition: individual that owns and occupies the dwelling where work is to be performed for at least one year.
- Minimum fee \$85.00 Plus 1% residential 3% commercial State fee

For more information or questions:

Logan County Building Authority
1365 CR 32N Suite 2
Bellefontaine, Ohio 43311
(937) 592-7473
(937) 592-7589 fax

Michael Reffitt, CBO

All equipment installed must comply with the International Energy Conservation Code

DISCLAIMER: IT IS THE APPLICANTS RESPONSIBILITY TO KNOW AND UNDERSTAND ALL APPLICABLE CODE REQUIREMENTS.

Revised 3/5/2015