

**Clark County Community Development**

3130 E. Main Street, Suite 1A, Springfield, OH 45505  
 (937) 521-2160/(937) 328-2621 Fax  
 Thomas A. Hale, CBO, RBO, Director

**Residential HVAC/Gas Line Plan  
 Approval Application**

<b>Address of Project</b>	<b>City/Township/Zip</b>	<b>Project Description</b>	
<b>Property owner</b>	<b>Address/State/Zip</b>	<b>Phone No</b> (   )	<b>Cell Phone No</b> (   )
		<b>E-mail</b>	
<b>Contractor/DBA</b>	<b>Address/State Zip</b>	<b>Phone No</b> (   )	<b>Cell Phone No</b> (   )
		<b>E-mail :</b>	

**HVAC/Gas Line Design**

<b>Equipment Type</b>	<b>Location of Equipment</b>	<b>Type of Fuel</b>	<b>BTU/Ton</b>
<b>Heat Loss/Heat gain Calculations</b> Heat _____ Cool _____		<b>Dryer Vents (Quantity) _____ Bathroom Exhaust Fans (Quantity) _____</b>	
<b>Indicate layout below or attach to application.</b>			

**\*NOTE: GAS LINE SUBMITTALS REQUIRE SCHEMATIC DESIGNS AND DETAILS\***

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

Date \_\_\_/\_\_\_/\_\_\_

**Applicant/Owner/Agent/Signature**

This is the Certificate of Plan Approval- Please post on Jobsite

**Office Use Only**

<b>Application Fee</b> \$40.00 <input type="checkbox"/>	<b>Work W/out Permit</b> \$200.00 <input type="checkbox"/>	<b>Application No.</b> _____
New Systems \$90.00 <input type="checkbox"/>	<b>State Assessment Fee</b> 1% \$ _____	
Replacement \$45.00 <input type="checkbox"/>	<b>Plan Review Fee</b> \$20.00 <input type="checkbox"/>	
Ductwork \$10.00 <input type="checkbox"/>	<b>Total of All Fees</b> \$ _____	
Vent Equip \$10.00 <input type="checkbox"/>	<b>Residential Plans Examiner</b> _____	
Unit Heaters \$45.00 <input type="checkbox"/>	<b>Date of Review</b> ___/___/___	
+\$2.00ea		
Solid Fuel \$45.00 <input type="checkbox"/>		
<b>LP and Gas Pip.</b> \$45.00 <input type="checkbox"/>		
<b>Field Inspection</b> \$45.00 <input type="checkbox"/> x _____		

# Residential 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 Line drawings have been submitted with the building plans, please indicate so on the application.
- This application may be faxed or e-mailed to our office at anytime. Once the application is approved the clerical staff will call the applicant (one call only) indicating approval and total cost of permit. It is the applicant's responsibility to check periodically on the status of this application. Since technology can have "glitches" it is a good idea to make sure we have received this application.
- **PER SECTION 106.1 THE RESIDENTIAL BUILDING OFFICIAL MAY REQUIRE ADDITIONAL DRAWINGS, TECHNICAL DATA OR DOCUMENTATION IN ORDER TO VERIFY COMPLIANCE.**

## For more information or questions:

Clark County Community Development

Springview Government Center

3130 E. Main St., Suite 1A

Springfield, OH 45505

937-521-2160

937-328-2621 fax

[communitydevelopment@clarkcountyohio.gov](mailto:communitydevelopment@clarkcountyohio.gov)

[www.clarkcountyohio.gov/communitydevelopment](http://www.clarkcountyohio.gov/communitydevelopment)

Thomas A. Hale, Director

[thale@clarkcountyohio.gov](mailto:thale@clarkcountyohio.gov)

Office Hours:

8:00am to 5:00pm Monday Through Friday

## COMMON REFERENCED MECHANICAL CODE TEXT

**M1401.1** Heating and cooling equipment and appliances shall be installed in accordance with the manufacturer's installation instructions and the requirements of the Residential Code.

### Sizing

**M1601.1** Heating and cooling equipment shall be sized based on building loads calculated in accordance with ACCA Manual J or other approved heating and cooling calculation methodologies.

**Gages of Metal Ducts & Plenums Used for Htg/Cooling**

Types of Ducts	Size (inches)	Minimum Thickness (inch)	Equiv. Galvanized Sheet Gage	Approx. Aluminum B & S Gage
Round Ducts & Enclosed Rectangular	14 or less	0.013	30	26
	over 14	0.016	28	24
Exposed Rectangular Ducts	14 or less	0.016	28	24
	over 14	0.019	26	22

### Access & Installation

**M1401.2** Heating and cooling equipment shall be located with respect to building construction and other equipment to permit maintenance, servicing and replacement. Clearances shall be maintained to permit cleaning of heating and cooling surfaces; replacement of filters, blowers, motors, controls and vent connections; lubrication of moving parts; and adjustments

**M1601.3.2** Metal ducts shall be supported by 0.5-inch (12.7 mm) wide 18-gage metal straps or 12-gage galvanized wire at intervals not exceeding 10 feet (3048 mm) or other approved means. Nonmetallic ducts shall be supported in accordance with manufacturer's installation instructions.

**M1801.1 Venting Requirements. Gas fired appliance shall be vented in accordance with Chapter 24 (Fuel Gas). Sizing of category 1 appliance must submit table used and connector/vent size.**

**All equipment installed must comply with the 2006 International Energy Conservation Code**

**DISCLAIMER:** THE ABOVE COMMON REFERENCED CODE ITEMS IS NOT AN EXHAUSTIVE LIST AND IS INTENDED TO HELP THE APPLICANT WITH COMMON CODE QUESTIONS. IT IS THE APPLICANTS RESPONSIBILITY TO KNOW AND UNDERSTAND ALL APPLICABLE CODE REQUIREMENTS.

## Items needing permit/plan approval and fees paid before starting work:

1. Venting equipment such as bath exhaust, range hoods and dryer vents
2. Ductwork when not part of the HVAC system.
3. Work not otherwise identified shall be assessed by the Building Official.