

HVAC



PERMIT

Applications can be emailed to LI@upperdarby.org and paid online at www.upperdarby.org/codepay or mailed to 100 Garrett Road Room 109 Upper Darby, PA 19082 www.upperdarby.org (610)734-7613

All commercial applications are reviewable, and will require a set of professional drawings. Failure to provide professional plans will result in the denial of your application. If you think that drawings may not be required in your case, then call (610)734-7613 to confirm.

Address where work will occur			
Property owner		Phone #	
Contractor		Phone #	

Type of work	Residential or Commercial	(Please Circle One)
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Type of Fuel	Oil or Gas
Type of heating appliance(s)	
Heating appliance BTU input(s)	
Location of tank(s)	Basement, Outside, Underground
Size of tank(s)	
Combustion air source	Inside, Outside, Combo, Direct
Clearance to combustibles	

Describe the venting of the heating appliance	
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Cooling appliance type(s)	
Number of appliances	
BTU input(s)	
Location of unit(s)	Rooftop, Side yard, Rear yard

Will new ductwork need to be installed	Y or N			
Will new gas piping be installed	Y or N	Size		Type
Each individual appliance must have its own shut off valve				
Will a chimney liner be installed	Y or N	Size		Type
Appliances to be vented by liner				
Btu inputs of said appliances				
The smaller appliance should connect at the highest level possible for multiple connections				
Chimneys shall terminate 3' above the roof and 2' above any portion of roof within 10'				
Will a gas fireplace be installed	Y or N	BTU input		Room size

Additional Information	
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Cost of Job	
Residential Fee Schedule	\$45 for the first \$1000 then \$15 Each \$1000 or fraction of.
Commercial Fee Schedule	\$50 per \$1000 up to \$50K then \$30 per \$1000 or fraction of.
Permit fees will be doubled if work begins prior to issuance of permit.	

Signature		Date	
Print Name		Permit Fee	