

CITY OF McHENRY

AIR CONDITIONER PERMIT APPLICATION

PERMIT NO. _____

(New installations only.)

PROPERTY ADDRESS _____
SUBDIVISION: _____ P.I.N. _____ - _____ - _____
NAME _____ OWNER TENANT
HOME PHONE (____) _____ WORK PHONE (____) _____
ESTIMATED COST \$ _____

SINGLE FAMILY MULTI-FAMILY COMMERCIAL INDUSTRIAL

INSTALLING CONTRACTOR: _____

ADDRESS _____ PHONE (____) _____
CONTACT NAME _____ FAX (____) _____

ELECTRICAL CONTRACTOR: _____

ADDRESS _____
CONTACT NAME _____ LICENSE # _____
ISSUING JURISDICTION _____
PHONE (____) _____ FAX (____) _____

PERMIT SUBMITTAL CHECKLIST:

IN ORDER TO PROCESS YOUR PERMIT IN A TIMELY MANNER, THE FOLLOWING ITEMS ARE REQUIRED.

- Completed Permit Application, with all required documents.
- Two (2) copies Plat of Survey, showing the location of the Air Conditioner Compressor & the outside Disconnect.
- Association Letter of Approval, where required.
- Size of Unit: _____ Circuit Breaker or Fuse Size: _____ Amperes Conductor Size: # _____ AWG
In Tons

Notes:

Permit Cost: Residential \$40.00; Commercial \$75.00.

I HEREBY DECLARE THAT THE INFORMATION HEREIN AND ATTACHED IS CORRECT AND AGREE IN CONSIDERATION OF AND UPON ISSUANCE OF PERMIT, TO DO OR ALLOW TO BE DONE ONLY SUCH WORK AS HEREWITH APPLIED FOR AND THAT SUCH PREMISES AND ITS EXISTING AND PROPOSED BUILDINGS AND STRUCTURES SHALL BE USED OR ALLOWED TO BE USED FOR ONLY SUCH PURPOSES AS SET FORTH.

SIGNED: _____ **DATE:** _____
(OWNER OR AUTHORIZED AGENT)

THIS PERMIT IS GRANTED AND ACCEPTED WITH THE EXPRESS UNDERSTANDING AND AGREEMENT THAT SAID BUILDING AND CONNECTIONS SHALL CONFORM IN ALL RESPECTS WITH THE ORDINANCES OF THE CITY OF McHENRY AS NOW IN FORCE REGULATING THE CONSTRUCTION OF BUILDINGS.

_____ **DATE:** _____
(DIRECTOR, COMMUNITY DEVELOPMENT)

For office use only.

ZONING DIST: _____
FLOOD ZONE: _____
TOWNSHIP: _____

PERMIT FEES

BUILDING: _____
MISC.: _____
COPIES: _____
TOTAL: _____



Residential Air Conditioner Requirements



The City of McHenry requires that you obtain a permit prior to installing a new air conditioning system. Air conditioner installations are subject to the following requirements. (Also refer to the Checklist on the Permit Application.)

- Provide a Letter of Approval from Homeowner's Association (where required).
- Air Conditioner Compressors shall be located in rear and side yards only.
- Adequate working space shall be provided at the exterior disconnecting means of the air conditioner and at the compressor service panel; the disconnecting means shall be readily accessible.
- Fuses, Circuit Breakers, Disconnects, Wiring, and any other Controls, Devices, or Equipment shall comply with the Name-Plate requirements and Manufacturer's Installation Instructions.
- Municipal Code Section 7-125 (f) requires that air conditioners be supplied by their own circuit.
- When *listed* Liquidtight Flexible Metal Conduit is used for an Equipment Grounding Conductor, it shall be (a) installed with fittings *listed* for grounding at both terminations, (b) the combined length of Flexible Metallic Conduit, Liquidtight Flexible Metal Conduit, & Flexible Metallic Tubing shall not exceed a total of six (6) feet, (c) 1/2" LFMC shall not be used as the Equipment Grounding Conductor for circuits that exceed 20 Amperes.
- All Components, materials, and equipment shall be listed to US Standards.
- When mounted above grade level, the unit must be securely fastened in place.
- The Manufacturer's Installation Instructions **must** be on the site for the Final Inspection.

Please call the Community Development Department and speak to an inspector if you have any questions.

815-363-2170



Inspection Requirements:

A Final Inspection is required after the installation has been completed. Electrical connection in the panel must be open for the inspector and the Installation Instructions must be on site. An adult must be present to allow the inspector into the house to inspect the electrical panel and circuit breaker or fuse.