



BUILDING & PERMITS DEPARTMENT
100 Parkers Mill • Oswego, IL. 60543 • (630) 554-2310
Email: bzinfo@oswegoil.org

GENERAL INSTRUCTIONS FOR HVAC PERMIT

Need to submit:

1. Building permit application filled out completely, including cost of job for labor & materials (page 2).
2. Copy of contract.
3. Manufacturer's Specification Sheet (Cut Sheets):
 - a. Provide for each piece of equipment.
 - b. Indicate efficiency rating of each piece of equipment.
 - c. Sheets with multiple part numbers shall have the proposed model number indicated.

Requirements:

1. A device capable of controlling the heating and cooling system on a daily schedule to maintain different temperature set points at different times of the day.
2. Any changes to structure shall be provided with appropriate documentation.
3. All aspects of the installation shall comply with the requirements of the 2021 International Energy Conservation Code as adopted by the State of Illinois and all local amendments.
4. Once the work is completed, a final inspection is required.
5. All electrical equipment deemed worn, damaged, or listings required by the electrical code that are no longer legible shall be replaced. If this is determined during the inspection process that this requirement has not been addressed, a \$90 reinspection fee will be required for a follow-up inspection to verify compliance.



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 Website: <http://www.oswego-il.org>
 Building & Zoning Email: BZinfo@Oswegoil.org

RECEIVED _____
 ENTERED _____
 APPROVED _____
 CONTRACTOR REG. _____
 COMPLETE _____

Building Permit Application

Permit No. _____

CUSTOMER/OWNER INFORMATION	Name _____ Project Address _____ Sub-division _____ Lot No. _____ Phone No. _____ Email _____
CONTRACTOR INFORMATION	Name _____ Address _____ City _____ State _____ Zip _____ Phone No. _____ Email _____ Field Contact Name _____ Phone No. _____

Approximate Construction Cost (Including Labor): \$ _____
 All permit applications require supplementary documents for each permit request

EXISTING & NEW STRUCTURE REQUESTS	<input type="checkbox"/> Re-roof <input type="checkbox"/> Siding <input type="checkbox"/> Replacement Windows <input type="checkbox"/> Replacement Doors <input type="checkbox"/> Deck <input type="checkbox"/> Patio/Side Walks <input type="checkbox"/> Driveway <input type="checkbox"/> Radon Mitigation <input type="checkbox"/> Solar <input type="checkbox"/> Fence <input type="checkbox"/> Shed <input type="checkbox"/> Pergola <input type="checkbox"/> Hot Tub <input type="checkbox"/> Swimming Pool <input type="checkbox"/> Above <input type="checkbox"/> Inground <input type="checkbox"/> Temporary <input type="checkbox"/> HVAC <input type="checkbox"/> Water Heater <input type="checkbox"/> Plumbing Work <input type="checkbox"/> Electrical Work <input type="checkbox"/> Additions <input type="checkbox"/> Basement/Remodel • Location _____ <input type="checkbox"/> Lawn Irrigation <input type="checkbox"/> Garage <input type="checkbox"/> Other _____	CHICKEN COOP & TENT	<input type="checkbox"/> Chicken Coop <input type="checkbox"/> Tent
COMMERCIAL & NEW HOME REQUESTS	<input type="checkbox"/> Single Family Residence <input type="checkbox"/> Senior Housing <input type="checkbox"/> Two Family Residence (Duplex) <input type="checkbox"/> Senior Housing <input type="checkbox"/> Multi-Family Residence • (No. Units _____) <input type="checkbox"/> Senior Housing <input type="checkbox"/> Demolition <input type="checkbox"/> Commercial/Industrial Building (NEW) <input type="checkbox"/> Commercial/Industrial Remodeling (Build outs) <input type="checkbox"/> Fire Protection: <input type="checkbox"/> Sprinkler <input type="checkbox"/> Alarm <input type="checkbox"/> Ansul <input type="checkbox"/> Storm Water Connection <input type="checkbox"/> Right of Way	Square Footage of All Areas	1st Floor _____ 2nd Floor _____ 3rd Floor _____ Add. Floors _____ Basement _____ Crawlspace _____ Garage _____ Porch _____ Deck/Patio _____ Outdoor Seat. _____ Outdoor Storage _____ Total _____
	<u>New Residential Only</u> No. of Bedrooms _____ No. of Baths _____	<u>New Construction Only</u> No. of Tenant Spaces _____ No. & Sizes of Water Connect _____	

Certificate:

I HEREBY CERTIFY THE ABOVE STATEMENTS TO BE CORRECT

The applicant agrees to conform to all applicable Federal, State, and Local laws of this jurisdiction. They also agree that all work performed under this permit will be in accordance with plans and specifications accompanying this application, except for changes as may be required by the adopted Building Code and inspection officials.

Applicant's Signature _____

Date _____

Permit Approved By: _____ Date: _____