



## MECHANICAL PERMIT APPLICATION CHECK LIST

( X ) NOTES REQUIRED SUBMISSION

CHECKLIST (CHECK SUBMITTED MATERIALS)	PROPOSED NEW								REPLACEMENT OF EXISTING								<p>* Noise levels of all proposed equipment must not exceed 65db at any property boundary</p> <p>* Permit fee schedule:            Application Fee: \$85-            Permit Fee: \$17- per thousand cost of const.            Inspection Fee: \$50 - per inspection (min 1 insp)            Certificate of Comp: \$1- per thousand cost of const. (min \$25-)  <i>Checks made payable to the Village of Irvington</i></p> <p>* ALL PROPOSED EQUIPMENT MUST BE IN THE BUILDING ENVELOPE (see requirements below)</p>	
	(CHECK WORK PROPOSED)																	
	USE STRETCH CODE								USE NYS ENERGY CODE									
	NEW DUCTLESS	NEW HEAT PUMPS	NEW AIR FURNACE	NEW HYDRO AIR	NEW DUCT WORK	NEW CONDENSER (ONLY)	NEW POOL HEATER	HOT WATER BOILER	REPLACE EXISTING DUCTLESS UNITS	REPLACE EXISTING HEAT PUMPS	REPLACE EXISTING AIR FURNACE	REPLACE EXISTING HYDRO AIR	REPLACEMENT DUCT WORK	REPLACE EXISTING CONDENSER (ONLY)	REPLACE POOL HEATER	OUTSIDE AIR HANDLER		HOT WATER BOILER
(N/A) (SUBMITTED)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Provide Mechanical Permit application (available online at <a href="https://epropertyportal.com/">https://epropertyportal.com/</a> )	Print, sign and submit two copies of the document
(N/A) (SUBMITTED)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Provide Contractors liability insurance	Submit two copies of the document
(N/A) (SUBMITTED)	X	X				X	X	X	X	X			X	X	X	X	HOA approval (For all properties in a Condo or Coop development)	Submit two copies of the document
(N/A) (SUBMITTED)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Provide Contractors Workers Compansation Insuance only a CE-200, C-105.2, SI-12 or a GSI-105.2 will be accepted	Submit two copies of the document
(N/A) (SUBMITTED)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Provide; application, permr and certificate of competion fee (see fee schedule below)	Submit two copies of the document
(N/A) (SUBMITTED)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Provide Electricians name and Licence number if applicable) NAME _____ Lic. # _____	Submit separate electrical permit if applicable
(N/A) (SUBMITTED)	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X	Provide Plumbers name and licence number for all gas work if different than applicant. NAME _____ Lic. # _____	Submit separate plumbing permit if applicable
(N/A) (SUBMITTED)	X	X				X			X	X				X	X		Provide a survey showing the location of the outside condencers on a property survey (equipment must be located in the building envelope and	Submit two copies of the document
(N/A) (SUBMITTED)	X	X	X	X	X	X	X										Provide signed and sealed mechanical drawing for new residential construction (for all new construction only)	Submit two copies of the document
(N/A) (SUBMITTED)	X	X	X	X					X	X	X	X		X		X	Provide a Manual J (8th Edition documentation submission with BTU totals for all zones)(No Short Forms accepted)	Submit two copies of the document
(N/A) (SUBMITTED)	X	X		X		X			X	X		X		X		X	Provide a Manual S (8th Edition documentation submission with BTU totals for all zones No Short Forms accepted)	Submit two copies of the document
(N/A) (SUBMITTED)					X								X				Provide a Manual D (Manual D including isometric duct diagram with sizing, material, and CFM output at each register.	Submit two copies of the document
(N/A) (SUBMITTED)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Provide equipment make an model numbers of all proposed equipment	Submit two copies of the document
(N/A) (SUBMITTED)	X	X	X	X		X		X	X	X	X	X		X		X	if proposed equipment does not match the requirements per calculations provide a written statement with reasons	Submit two copies of the document
(N/A) (SUBMITTED)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Provide equipment manufactures installation instructions (installation instructions only)	Submit two copies of the document
(N/A) (SUBMITTED)	X	X	X	X	X	X	X	X									Provide documentation that the proposed project has an energy efficiency rating of 50 or better certificate from licence rater (for all new construction only)	Submit two copies of the document
(N/A) (SUBMITTED)	X	X	X	X	X	X											Provide documentation that all proposed equipment and duct work must be with in the thermal envelope	Submit two copies of the document
(N/A) (SUBMITTED)	X	X	X		X				X	X	X		X				Provide evidence that the energy efficiency of the proposed units is 14 SEER2 for compressors and 14 SEER2 for heat pumps	Submit two copies of the document
(N/A) (SUBMITTED)					X								X				Provide documentation that all return ducts in the building envelope must be sealed with a UL-181 sealant compatible with the duct material	Submit two copies of the document
(N/A) (SUBMITTED)					X								X				Provide documentation that all supply ducts in the building envelope must be sealed with a UL-181 sealant compatible with the duct material	Submit two copies of the document
(N/A) (SUBMITTED)					X								X				Provide documentation that all return ducts outside the thermal envelope must be insulated with R-R-8 on ducts < 3" / R-6 > 3"	Submit two copies of the document
(N/A) (SUBMITTED)					X								X				Provide documentation that all supply ducts outside the thermal envelope must be insulated with R-8 on ducts < 3" / R-6 > 3"	Submit two copies of the document
(N/A) (SUBMITTED)			X				X				X						Provide documentation that all flue pipes must be sealed	Submit two copies of the document
(N/A) (SUBMITTED)	X	X	X	X		X			X	X	X	X		X		X	Provide documentation that all HVAC hydronic systems and revrgerant lines is a min of an R-3 and all outdoor insulation is protected	Submit two copies of the document
(N/A) (SUBMITTED)																		
(N/A) (SUBMITTED)																		
(N/A) (SUBMITTED)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Sign and Notorize the affidavit below	Submit two copies of the document

VILLAGE REQUIRED SETBACKS FROM THE PROPERTY LINE						
	1F-5	1F-10	1F-20	1F-40	1F-60	1F-80
FRONT YARD SETBACK	30	30	35	50	60	75
SIDE YARD SETBACKS	10	15	15	25	60	50
REAR YARD SETBACKS	30	30	35	40	60	75
BROADWAY BUFFER	50	50	50	50	60	50
AQUEDUCT BUFFER	30	30	30	30	60	30
CYRUS FIELD BUFFER	75	75	75	75	60	75

AFFIDAVIT State of New York }  
 } ss:  
 County of Westchester }

\_\_\_\_\_ being duly sworn, deposes and says: that he/she isthe contractor of record to which this application applies; that the applicant is duly authorized to make this application; and that the statements contained herein including all attachments are true to the best of his/her knowledge and belief, and that the work will be performed in the manner set forth in the application and in the plans and specifications filed therewith, and in accordance with all applicable laws, ordinances and regulations including but not limited to the currently adopted Energy Code of New York State . Also note that the filing of this application does not constitute permission to commence construction. A separate Building Permit is also required for any physical, interior or exterior changes.

Sworn to before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Notary Public

Signature of Contractor