

	ADMINISTRATION BUILDING Building Department 8230 Old York Road Elkins Park, PA 19027 215-887-1000(T) 215-887-1561 (F) www.cheltenhamtownship.org	CHELTENHAM TOWNSHIP <b>MECHANICAL PERMIT APPLICATION</b> PERMIT # _____ DATE: _____ <i>All work on this permit must be performed in accordance with the International Mechanical code of 2018 and as amended.</i>
<b>1. LOCATION</b>		
ADDRESS:		
PROPERTY IN FLOODPALIN AREA	YES:	NO:
<b>IF YES:</b> <i>If this parcel is located in the floodplain, the applicant will be required to submit an additional Floodplain Development Permit Application, in addition to meeting any and all requirements involving expansion, enlargement, modifications, alterations, reconstruction or improvement of any kind, to an existing structure, and per §295-1915 of the Floodplain Conservation Overlay District.</i>		
<b>2. PROPERTY OWNER INFORMATION</b>		
NAME:	ADDRESS:	
PHONE #		
EMAIL:	CITY, STATE, ZIP	
PROPERTY OWNER SIGNATURE:		
<b>3. APPLICANT CTWP REGISTRATION #</b> _____		
<i>(This permit must be accompanied with proof of workers' compensation or notarized exemption waiver)</i>		
NAME:	ADDRESS:	
PHONE #		
EMAIL:	CITY, STATE, ZIP	
<b>4. PROPOSED WORK</b>		
PLEASE CIRCLE WHAT APPLIES: <input type="checkbox"/> NEW <input type="checkbox"/> ALTERATION <input type="checkbox"/> REPAIR <input type="checkbox"/> ADDITION <input type="checkbox"/> OIL <input type="checkbox"/> GAS <input type="checkbox"/> LPG <input type="checkbox"/> ELECTRICAL		
	TYPE OF EQUIPMENT	TYPE OF EQUIPMENT
REFRIGERATION UNITS-H.P. EA	_____	AIR HANDLING _____
BOILERS – H.P. EA.	_____	INCINERATOR _____
FORCED AIR STSTEMS-B.T.U.	_____	GAS PIPING _____
RANGE HOOD	_____	RANGE <input type="checkbox"/> COM. <input type="checkbox"/> DOM. _____
FLOOR FURNACES-B.T.U.	_____	EMERGENCY GENERATORS _____
WALL HEATERS-B.T.U.	_____	
UNIT HEATERS-B.T.U.	_____	
CONVERSION BURNER	_____	
CLOTHES DRYERS EXHAUST SYSTEM	_____	
AIR CONDITIONING UNITS-H.P. EA. <i>Condensate from all cooling coils and evaporators shall be conveyed from the drain pan outlet to an approved place of disposal (2018 IMC 307.2.1))</i>		
<b>IS WORK BEING DONE PART OF A LARGER JOB?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO <b>PERMIT #</b> _____		
TOTAL ESTIMATED COST OF WORK _____ TOTAL PERMIT FEE _____		
(FEE SCHEDULE – 3% OF TOTAL COST + ONE TIME CHARGE OF \$19.50. EX. \$3000 COST = FEE OF (109.50)		
NOTE: TOTAL COST MUST BE ROUNDED UP TO THE NEAREST THOUSAND.		

**5. ADDITIONAL INFORMATION REQUIRED**

COPIES OF MANUFACTURER’S SPECIFICATIONS – MODEL INFO INCLUDING NOISE LEVELS (IF APPLICABLE). COPY OF THE INSTALLATION, OPERATION AND MAINTENANCE MANUAL ALSO TO BE SUBMITTED. ALSO NEED A COMPLETE SET OF SHOP DRAWINGS SUBMITTED IF REQUIRED FOR A KITCHEN HOOD/FUME HOOD EXHAUST SYSTEMS. *(Please check with the Fire Marshal for requirements).*

APPLICANT IS RESPONSIBLE FOR ARRANGING INSPECTIONS AND PAYMENT IN A TIMELY MANNER.

PER THE INTERNATIONAL MECHANICAL CODE 2018 – SECTION 107, INSPECTIONS AND TESTING  
**107.1 GENERAL.** CONSTRUCTION OR WORK FOR WHICH A PERMIT IS REQUIRED SHALL BE SUBJECT TO INSPECTION BY THE BUILDING OFFICIAL AND SUCH CONSTRUCTION OR WORK SHALL REMAIN ACCESSIBLE AND EXPOSED FOR INSPECTION PURPOSES UNTIL APPROVED. APPROVAL AS A RESULT OF AN INSPECTION SHALL NOT BE CONSTRUED TO BE AN APPROVAL OF A VIOLATION OF THE PROVISIONS OF THIS CODE OR OF OTHER ORDINANCES OF THE JURISDICTION.

**107.2 REQUIRED INSPECTIONS AND TESTING;** THE CODE OFFICIAL, UPON NOTIFICATION FROM THE PERMIT HOLDER OR AGENT, SHALL MAKE THE FOLLOWING INSPECTIONS AND OTHER SUCH INSPECTIONS AS NECESSARY, AND SHALL EITHER RELEASE THAT PORTION OF THE CONSTRUCTION OR SHALL NOTIFY THE PERMIT HOLDER OR AGENT, OF VIOLATION THAT MUST BE CORRECTED. THE HOLDER OF THE PERMIT SHALL BE RESPONSIBLE FOR THE SCHEDULING OF SUCH INSPECTIONS.

1. UNDERGROUND INSPECTION SHALL BE MADE AFTER TRENCHES OR DITCHES ARE EXCAVATED AND BEDDED, PIPING INSTALLED, AND BEFORE BACKFILL IS PUT IN PLACE. WHEN EXCAVATED SOIL CONTAINS ROCK, BROKEN CONCRETE, FROZEN CHUNCKS AND OTHER RUBBLE THAT WOULD DAMAGE OR BREAK THE PIPING OR CAUSE CORROSIVE ACTION, CLEAN BACKFILL SHALL BE ON THE JOB SITE.

2. ROUGH-IN INSPECTION SHALL BE MADE AFTER THE ROOF, FRAMING, FIREBLOCKING AND BRACING ARE IN PLACE AND ALL DUCTING AND OTHER COMPONENTS TO BE CONCEALED ARE COMPLETE, AND PRIOR TO THE INSTALLATION OF WALL OR CEILING MEMBRANES.

3. FINAL INSPECTION SHALL BE MADE UPON COMPLETION OF THE MECHANICAL SYSTEM.

**EXCEPTION:** GROUND SOURCE HEAT PUMP LOOP SYSTEMS TESTED IN ACCORDANCE WITH SECTION 1208.1 SHALL BE PERMITTED TO BE BACKFILLED PRIOR TO ANY INSPECTION.

**107.2.1 OTHER INSPECTIONS.** IN ADDITION TO THE INSPECTIONS SPECIFIED ABOVE, THE CODE OFFICIAL IS AUTHORIZED TO MAKE OR REQUIRE OTHER INSPECTIONS OF ANY CONSTRUCTION WORK TO ASCERTAIN COMPLIANCE WITH THE PROVISIONS OF THE CODE AND OTHER LAWS THAT ARE ENFORCED.

**107.2.3 APPROVAL REQUIRED.** WORK SHALL NOT BE DONE BEYOND THE POINT INDICATED IN EACH SUCCESSIVE INSPECTION WITHOUT FIRST OBTAINING THE APPROVAL OF THE CODE OFFICIAL. THE CODE OFFICIAL, UPON NOTIFICATION, SHALL MAKE THE REQUESTED INSPECTIONS AND SHALL EITHER INDICATE THE PORTION OF THE CONSTRUCTION THAT IS SATISFACTORY AS COMPLETED, OR NOTIFY THE PERMIT HOLDER OR HIS OR HER AGENT WHEREIN THE SAME FAILS TO COMPLY WITH THIS CODE. ANY PORTIONS THAT DO NOT COMPLY SHALL BE CORRECTED AND SUCH PORTION SHALL NOT BE COVERED OR CONCEALED UNTIL AUTHORIZED BY THE CODE OFFICIAL.

PROPERTY OWNER SIGNATURE:	DATE:
APPLICANT SIGNATURE:	DATE:
APPLICANT CERTIFIES THAT ALL INFORMATION GIVEN IS CORRECT AND THAT ALL PERTINENT MECHANICAL ORDINANCES WILL BE COMPLIED WITH IN PERFORMING THE WORK FOR WHICH THIS PERMIT IS ISSUED.	
SIGNATURE OF REGISTERED CONTRACTOR:	
REVIEWED BY:	
APPROVED BY:	
PLEASE NOTE: <i>This permit is granted on the express condition that the said construction shall, in all respects, conform to the ordinances of this jurisdiction including the zoning Ordinance, the Floodplain Conservation Overlay District regulating the floodplain, the construction and use of buildings, and may be revoked at any time upon violation of any provisions of said ordinances.</i>	
<b>ALL CONTRACTORS ARE REQUIRED TO BE REGISTERED ANUALLY IN ORDER TO PERFORM WORK IN THE TOWNSHIP. PLEASE CALL 215-887-6200, EXT. 212 TO SCHEDULE AN INSPECTION, WITH A 24 HOUR NOTICE.</b>	