



Benjamin Holbert, Mayor
Rick Loconti, Chief Building Official

VILLAGE OF WOODMERE

27899 Chagrin Boulevard
Woodmere Village, OH 44122
Phone: 216.831.1234 X1233 Fax: 216.292.4109

RESIDENTIAL HVAC PERMIT APPLICATION

Permit#: _____ Fee: _____ Date: _____

Project Address: _____

Estimated Cost of Work: Type of Work: New Alteration Addition Remodel

Property Owner's Name: _____

Property Owner's Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Contractor Name: _____

Contractor Representative: _____

Contractor Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ (Registration, BWC Certificate, Certificate of Insurance REQUIRED)

Application is hereby submitted for a permit to erect or alter a structure as described in this application and all accompanying paperwork/drawings which are part of this application. The undersigned agrees to build in accordance with all applicable codes, ordinances of Woodmere, and laws of the State, and to request inspections as required, and to adhere to plans and specifications as submitted with any corrections, and understand that any violation of these conditions voids the permit. The installation of any heating or central air-conditioning equipment in or in connection with any dwelling or other structure within the Village shall be done only by or under the supervision of a person who is the holder of a valid license of the Village issued in accordance with the provisions hereof for the performance of such work and a permit for the installation of such equipment as contained herein.

A heating or central air-conditioning license shall be secured from the Building Inspector. Such a license shall be issued only upon written application therefore and the payment of a license fee of fifty dollars (\$50.00), and shall be for a calendar year. The license herein provided for shall be issued as a matter of course to any person holding a similar heating or central air-conditioning license in the City of Cleveland. No such license shall be issued to any other person unless the Building Inspector determines that such applicant is competent to perform the work authorized by such license.

All heating or central air-conditioning equipment shall be inspected immediately after it has been installed and a report of every such inspection shall be made and filed in the office of the Building Inspector. It shall be the duty of the person, firm or corporation to whom the permit was issued for such installation to notify the Building Inspector when ready for inspection.

Any person aggrieved by the refusal of the Building Inspector to issue to him such a license and/or permit herein contained may appeal such refusal decision to Council by application in writing filed within thirty days after such refusal. (Ord. 1988-76. Passed 11/16/88.)

It is hereby specifically agreed that the undersigned will notify the Building Department to inspect the following: Footings, foundations, waterproofing, sewers, fire protections systems, plumbing electrical and drains before drywall; fixtures, furnaces, boilers, and any other items specified by the Building Department.

Contractor's Signature: _____ Date: _____

**All fees must in the form of company check, certified check, or money order.
We DO NOT accept cash, personal check, or credit card**