



City of Mansfield

Jodie Perry, Mayor

Bureau of Buildings, Inspections, Licenses and Permits

30 N. Diamond Street - Mansfield, OH 44902 – (419)755-9688
<https://ci.mansfield.oh.us/public-works-departments/building-codes-and-permits/>
 Permitting@ci.mansfield.oh.us

MECHANICAL EQUIPMENT REPLACEMENT APPLICATION

This application is to be used for projects that are for mechanical equipment replacement only. Typical projects include furnace replacement, RTU replacement, addition of air conditioning to existing systems, and refrigeration equipment replacement. Projects that include building/structural additions, alterations, and other scopes of work shall use the Residential or Commercial Building Plan Approval application. Please print or type. All sections must be completed. Please note that all contractors must be registered in accordance with City Code Part 13, Chapter 1333.

Project Information			Mechanical Contractor Information		
1	Owner		9	Name/Title	
2	Address		10	Company	
3	Phone		11	Address	
4	Email		12	City, State, Zip	
5	City, Zip		13	Phone	
6	Parcel ID		14	Email	
7	Project located in local flood plain? <input type="checkbox"/> Yes <input type="checkbox"/> No		15	City Contractor Registration #	
8	Estimated Cost of Construction:				

Fees are to be paid at the time of application. Fees are charged per the most current fee schedule as adopted by the City of Mansfield. Design Professional contact information shall be provided on the construction documents.

16. Scope of Work Residential Commercial / Non-Residential

Owner Occupied Residence. Is the subject property Owner occupied? Yes No

For non-owner occupied residential properties, all work must be performed by a Registered Mechanical Contractor

- | | |
|--|--|
| <input type="checkbox"/> Furnace Replacement | <input type="checkbox"/> Rooftop Unit Replacement |
| <input type="checkbox"/> Air Conditioning Condensing Unit | <input type="checkbox"/> Addition to existing system <input type="checkbox"/> Replacement of existing unit |
| <input type="checkbox"/> PTAC / PTHP <input type="checkbox"/> New <input type="checkbox"/> Replacement | |
| <input type="checkbox"/> Refrigeration Equipment Replacement | <input type="checkbox"/> Other _____ |

17. Appliance Information

Are structural alterations required for replacement of rooftop equipment? Yes No

Weight of rooftop units Existing _____ New _____

New Equipment shall have same location and will not increase roof loads. If roof loads are increased by the addition of heavier equipment, structural calculations and construction documents for related structural work shall be prepared by a Design Professional and submitted under a separate application for structural alterations.

Rooftop curb alterations? Yes No

Curb adapter used? Yes No

Fuel Source Nat. Gas LP Electric Fuel Oil

Input BTU's _____ Refrigerant Tonnage _____ Refrigerant Type _____

Is any supply or return air ductwork being modified? Yes No

Thermostat provided? Existing- Yes No New- Yes No

Are any electrical alterations or new electrical circuits required? Yes No

Outdoor air? Existing- Yes No New- Yes No Contractor will need to verify the proper outdoor air is being provided for new and replacement units where required.

Duct smoke detection? Existing- Yes No New- Yes No

Combustion Air provided? Existing- Yes No New- Yes No

Attach the following information:

18. Roof plan or location plan showing the location of exterior mechanical equipment, other utilities, and structures on the property. A Google Map or similar photo is adequate provided the above information can be shown and the plan is properly dimensioned.
19. Manufacturer's Cut Sheets for new equipment. Do not submit the entire specification book. For cut sheets that list multiple equipment, please clearly indicate (circle in red or highlight) which equipment is being utilized.

The following conditions apply to this application:

- Old equipment shall remain on site for inspector to verify existing conditions and equipment.
- Smoke detection equipment shall be tested by the contractor during the inspection. Please have proper testing equipment on site during the inspection.
- Interior appliances that are changed to direct vent type appliances shall have old chimney connections removed and properly abandoned. The existing chimney and vent connections may need to be modified and/or chimney liners installed based on the new appliance input rating(s) that is/are connected to existing chimneys.
- Contractor shall request a final inspection upon completion of work. If any work will be concealed as a part of this application, a rough inspection shall be requested by the contractor and completed prior to concealing such work.
- Manufacturer's Installation Instructions for all equipment shall be provided and present on the project site for inspection purposes.

20. I hereby certify that I am the Owner Agent for the Owner and all information contained in this application is true, accurate, and complete to the best of my knowledge. All official correspondence and approvals in connection with this application should be sent to my attention at the address shown above in the Project or Contractor information boxes.

This application when approved will constitute a Certificate of Plan Approval in accordance with Ohio Building Code Section 105.5. Due to the minor nature of the inspection, an On-Site Inspection record will not be issued.

Applicant Name and Signature

Date