



# Village of Westchester

10300 West Roosevelt Road, Westchester, IL 60154  
Phone: (708) 345-0199 • Email: [Building@westchester-il.gov](mailto:Building@westchester-il.gov)

Date Received

## APPLICATION FOR RESIDENTIAL HVAC PERMIT

Date: \_\_\_\_\_ Site Address: \_\_\_\_\_

Name of Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Email: \_\_\_\_\_  
Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Contractor Address: \_\_\_\_\_ Email: \_\_\_\_\_  
Description of work: \_\_\_\_\_  
Cost of work: \_\_\_\_\_

### DESCRIPTION OF WORK

Replacement of: ☐ Furnace ☐ Air Conditioner ☐ Boiler

Permit Fees: Furnace Replacement: \$150  
Air Conditioner Replacement (under 3 tons): \$150  
Air Conditioner Replacement (over 3 tons): \$175  
Boiler: \$225

**Inspection Fee: One inspection included. Any other inspections require a \$50 payment.**

No error or omission in either the plans or application, whether said plans or application have been approved by the Building Commissioner or not, shall permit to relieve the applicant from constructing the work in any other manner than that provided for in the Ordinance of this Village relating thereto. The Applicant having read this application and fully understanding the intent thereof declares that the statements made are true to the best of my knowledge and belief.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

### Application Requirements:

- Application Form: Fill out a copy of this application form.
- Provide a signed contract with detail scope of work (all vendors must be registered prior to permit release)
- Energy Efficiency Rating of Device
- Provide manufacture spec sheet for device

### Code Specifications:

- **Furnace:** Combustion air source & size shall be provided.
- **Air Conditioning:** Disconnect must be a minimum of 24 inches above ground.
- **Location:** Remote compressor-condenser unit must be at least 15 feet away from adjacent residence.

**INSPECTIONS:** You must contact the Building Department (708-345-0199) and schedule the necessary inspections.

- A final inspection is required.