



Property Address: _____ Owner Name: _____
 License Holder Name: _____ License No.: _____
 Email: _____ Jobsite Phone: _____
 Building Permit: _____ Cost of Work: _____
 Existing Structure (Y/N): _____ Location of Work (ex: basement, unit #, etc): _____
 Use of Structure/Space: _____
 Work Description: _____

Applicant's Affidavit:

As the Owner of the property for which this application is filed, or authorized agent, I certify that the information provided as part of this application is correct. If agent, I certify that I have been authorized by the Owner to complete this application on their behalf.

Signature: _____ Print: _____
 Phone: _____ Email: _____

<p>All commercial HVAC applications require drawings showing documentation of energy code compliance and equipment schedule/equipment product data with the exception of projects limited solely to the alterations listed below. Please refer to PLI bulletin regarding Standard Permit Application Requirements for additional documents necessary for processing your application. If your work consists only of the following, check those which apply.</p>	
<ul style="list-style-type: none"> • Replacement of grills, registers, & diffusers. 	
<ul style="list-style-type: none"> • Minor alterations to supply/exhaust HVAC systems which do not exceed capabilities of the existing system are not exceeded. This includes all air distribution systems. 	
<ul style="list-style-type: none"> • Alterations to hydronic systems (typically, hot and/or chilled water), as long as the capabilities of the existing systems are not exceeded. 	
<ul style="list-style-type: none"> • The installation or relocation of meters, valves and other ancillary equipment related to metering, in connection mechanical systems that been previously approved. 	

Items to Be Installed	Quantity	Type	Comments
A/C Units			
Air Handling Unit			
Ductwork			
Exhaust System			
Fan Coil Unit			
Furnace			
Hydronic system			
Refrigeration System			
Smoke Control			
Fire Damper			
Smoke Damper			
Fire-Smoke Damper			
Other:			

For fees, please refer to our current Fee Schedule on our website: <http://pittsburghpa.gov/pli/fees>.

NOTE: All exterior HVAC equipment shall be reviewed by the Zoning Department, including replacement units, to verify whether or not a new Certificate of Occupancy is required.

Violations: Yes No Condemnation: Yes No