



June 15, 2006

MEMORANDUM

Bulletin G-09-06

To: All Permit Applicants

From: Thomas H. Goldsbury, P.E., C.B.O., Chief,
Building Inspection Division

Subject: Procedure for Delay of Installation of Condensing Units for New Home Construction:

Due to the rash of theft of condensing units at new home sites we have developed the following procedure to allow new homes to be finalized and receive their Certificate of Occupancy without the condensing unit being installed. This is an optional procedure.

1. The mechanical permit (MP1) that is associated to the building permit for the new home **should not include** the condensing unit as part of the work.
2. The mechanical contractor must pull a separate permit (MP2) for the condensing unit **that is not associated to the building permit, prior** to requesting a final inspection for mechanical permit MP1.
3. At the time of the final mechanical inspection of mechanical permit MP1, as long as mechanical permit MP2 is an active permit, and there are no mechanical code violations, the mechanical inspector will final permit MP1. The mechanical inspector will inspect the condensing unit, verify breaker size, disconnect and the whip, at a later date, when requested.
4. There will not be a separate electrical permit required for the condensing unit, therefore all electrical work, including the disconnect for the condensing unit, must be complete in order to pass a final electrical inspection.

Please remember, this is an optional procedure that you may choose, not a requirement.

Xc: James Schock
All Inspectors