BUSINESS AND PROFESSIONS CODE, SECTION 7110
Willful or deliberate disregard and violation of the building laws, including the California Building Code, and local permit requirements constitutes a cause for disciplinary action from the Contractors State License Board working in conjunction with the local building department. This action may consist of fines up to $5,000 per violation or suspension/revocation of a contractor’s license.

WHEN IS A PERMIT REQUIRED?
A written construction permit shall be obtained from the enforcement agency prior to the erection, construction, reconstruction, installation, relocation, or alteration of any mechanical system, except as permitted in Appendix Chapter 1, Section 112.2 of the 2013 California Mechanical Code. Projects requiring permits include, but are not limited to:

- New HVAC installation
- HVAC Changeout
- Replacement of furnace, coil, FAU, or condenser
- Relocation of an existing HVAC unit
- Adding or replacing more than 40ft ducting in unconditioned space

2013 BUILDING ENERGY EFFICIENCY STANDARDS (Title 24, Part 6) REQUIREMENTS INCLUDE:

1. Heating equipment must have a minimum 78% AFUE (Exception: Wall & floor furnaces; room heaters).
2. Central air conditioners & heat pumps less than 65,000 Btu/hr must have a minimum 13 SEER.
3. Newly installed or replaced ducts must have a minimum insulation value of R-4.2.
4. A setback type thermostat (24 hr clock with four set points) is required for all alterations.
5. New or replacement ducts must meet the mandatory requirements of Section 150(m):
   - All joints and openings in the HVAC system must be sealed.
   - Only UL 181, UL 181A, or UL 181B approved tapes or mastic shall be used to seal duct openings.
   - Connections of metal ducts and the inner core of flex ducts shall be mechanically fastened. Flex ducts must be connected using a metal sleeve/coupling.
   - Flex ducts that are suspended must be supported every 4ft. max for horizontal runs with no more than 2” of sag between supports and 6 ft. max for vertical runs.
**HERS VERIFICATION SUMMARY** Installer determines work to be completed and matches to one of the options below. At permit application this form is allowed to be filled out by hand. For final inspection all forms are to be registered (no hand filled forms allowed) and a copy left on site.

<table>
<thead>
<tr>
<th>Site Address:</th>
</tr>
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<tbody>
<tr>
<td>Enforcement Agency:</td>
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<tr>
<td>Date Prepared:</td>
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<tr>
<td>Permit#:</td>
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<table>
<thead>
<tr>
<th>Equipment Type</th>
<th>Equipment Efficiency</th>
<th>New: Ducting, Plenums, Lineset Required R-value</th>
<th>Conditioned Floor Area (sq ft)</th>
<th>Thermostat</th>
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</thead>
<tbody>
<tr>
<td>Packaged System</td>
<td>Evaporator Coil</td>
<td>AFUE</td>
<td>COP</td>
<td>R-6 (CZ 1,3-7) Ducts</td>
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<tr>
<td>Split System</td>
<td>Condensing Unit</td>
<td>SEER</td>
<td>HSPF</td>
<td>R-8' (CZ 16) Ducts</td>
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<tr>
<td>Furnace</td>
<td>Lineset</td>
<td>EER</td>
<td>N/A</td>
<td>R-6 (off CZ’s) Plenums</td>
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<td>R-5 or R7.5 Linseset*</td>
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<td>Served by system</td>
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<td>sq ft</td>
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<td>Setback</td>
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<td>(if not already present, must be installed)</td>
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</tbody>
</table>

1. HVAC Changeout/Repair

   Can include new ducting

   **Required Compliance Documents to be left on site for Final:**

   - All Equipment,
   - Condenser Unit, Evaporator Coil,
   - Air Handler/Furnace

   **Installer Requirement:** Duct leakage ≤15% or ≤10% to outside, or seal all accessible leaks

   - 1. Duct system registered with HERS provider as previously sealed, or
   - 2. There is less than 40 linear feet of duct in unconditioned space, or
   - 3. Existing duct systems are constructed, insulated or sealed with asbestos (list manufacture date of building)

2. New HVAC System

   **Required Compliance Documents to be left on site for Final:**

   - All new equipment and all new Ducts2

   **Installer Requirement:** Duct leakage ≤6%, Fan Efficacy (SWB/CFM), Air Flow ≥ 350 CFM/ton (or Standards Table 150.0-C / D alternative)

3. All New Ducts with Replacement

   **Required Compliance Documents to be left on site for Final:**

   - Includes replacing or installing all new ducts and one or more of the following:
   - Condenser Unit, Evaporator Coil, Furnace

   **Installer Requirement:** Duct leakage ≤6%, Air Flow ≥ 350 CFM/ton (or Standards Table 150.0-C / D alternative)

   - Exempted from duct leakage testing if existing duct systems are constructed, insulated or sealed with asbestos.

4. New Ducting over 40 feet

   **Required Compliance Documents to be left on site for Final:**

   - Adding or replacing ducts in unconditioned space but less than all new ducts2

   **Installer Required to:** Duct leakage ≤15% or ≤10% to outside, or seal all accessible leaks

   - Exempted from duct leakage testing if existing duct systems are constructed, insulated or sealed with asbestos.

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**Contractor (Documentation Author's / Responsible Designer's Declaration Statement)**

I certify the following under penalty of perjury, under the laws of the State of California:

1. The information provided on this Certificate of Compliance is true and correct.
2. I am eligible under Division 3 of the California Business and Professions Code to accept responsibility for the information on this document.
3. That the energy features and performance specifications for the design identified on this Certificate of Compliance conform to the requirements of Title 24, Parts 1 and 6 of the California Code of Regulations (CCR).
4. That the energy features and performance specifications, materials, components, and manufactured devices for the building design or system design identified on this Certificate of Compliance conform to the requirements of Title 24, Part 1 and Part 6 of the CCR.
5. The building design features or system design features identified on this Certificate of Compliance are consistent with the information provided on other applicable compliance documents, worksheets, calculations, plans and specifications submitted to the enforcement agency for approval.

**For assistance or questions regarding the Energy Standards, contact the Energy Hotline at: 1-800-772-3300**