



## Guidelines for Replacement of Mechanical Equipment without Building Plan Review

Version 2019-03-22

1. The proposed new equipment is required to have the same fuel source as the equipment being replaced (e.g., gas furnaces). *Note: If homeowner/contractor is replacing a heat pump with the same, no permit is required.*
  2. The new equipment shall have the same capacity as the equipment being replaced.
  3. The new equipment shall have the same location and will not increase roof loads. If roof loads are increased by the addition of heavier equipment, please provide structural calculations and plans for all new structural work by a design professional. (Commercial applications only.)
  4. Existing duct work is not to be moved without full building plan review.
  5. Electrical permit required. Circuit requirements must not exceed original circuit capacity. Overcurrent Protective Devices sized to comply with equipment nameplate. No other changes to electrical system permitted without full building plan review. (All commercial work requires an electrical permit.)
  6. Old equipment (equipment being replaced) shall remain on site for inspector to verify all of the above conditions. Contact the Chief Mechanical Inspector: Terry Ganey at 703-792-5538 for further information about conducting this inspection. (We currently only require equipment on commercial projects to be verified.)
  7. Safety pans and all other work must comply with current adopted codes (i.e., Virginia Uniform Statewide Building Code, IBC Building, IMC, IPC, and NEC, with current amendments to all codes).
  8. On commercial projects with existing duct detectors, the contractor must verify equipment shut down for the inspector.
- Building Construction Inspection Scheduling:  
call 1-866-457-5280 or visit [www.pwcgov.org/ePortal](http://www.pwcgov.org/ePortal) (use Code 3500 Mechanical Final)
  - Chief Mechanical Inspector – Terry Ganey: 703-792-5538
  - Building Plan Review Section: 703-792-6930