

HEATING, VENTILATING, AND AIR CONDITIONING

City of Brookfield, Wisconsin
Inspection Services Department
2000 North Calhoun Rd, Brookfield, WI 53005
Phone: 262-796-6646 M-F, 7am – 5pm
Fax: 262-796-7602

The City of Brookfield has adopted ILHR Chapters 23 and 64 for one and two family buildings and commercial buildings respectively.

HVAC WORK REQUIRING A PERMIT:

- | Residential | Commercial |
|--|---|
| a. Furnaces (all types) | a. Furnaces (all types including roof mounted heating/conditioning units) |
| b. Boilers | b. Boilers |
| c. Air Conditioners (excluding window units) | c. Air handlers |
| d. Solid fuel units/fireplaces | d. Air conditioners |
| e. Alterations or additions to existing duct systems | e. Chillers |
| | f. Make-up air units |
| | g. Spray booths |
| | h. Ventilation systems |
| | i. Exhaust hoods and supply fans |
| | j. Solid fuel units/fireplaces |

CONDITIONS OF HVAC INSTALLATIONS:

1. The permit must be issued prior to starting work.
2. Residential HVAC installations shall comply with Section 14.17 of the Municipal Code and ILHR Chapter 23 of the Wisconsin Administrative Code.
3. Commercial HVAC installation shall comply with Section 14.17 of the Municipal Code and ILHR Chapter 64 of the Wisconsin Administrative Code.
4. HVAC units are not permitted within the required setback or offset areas established in Chapter 17 of the Municipal code.
5. The contractor shall provide adequate support for roof mounted units. Structural engineering may be required.
6. All electrical wiring must be performed by a licensed electrical contractor (Exception: low voltage control wiring).

REQUIREMENTS FOR HVAC PERMIT:

The Inspection Services Department desires to process your permit application as quickly as possible. To accomplish this we need accurate and complete information on the application. Unfortunately incomplete applications cannot be processed and will be held until the missing information is received.

1. HVAC permit application including electrical contractors.
2. A sketch to scale, site plan or survey showing the placement of any mechanical equipment located outside of the building. Indicate the location of the equipment and the distance to lot lines.
3. For all commercial projects, HVAC plans must be stamped and signed by a design professional.
4. Load calculations may be requested for heating, cooling and exhaust loads.
5. Correct fees should be submitted with permit application.
6. Indicate the screening for rooftop units and call for inspection prior to installing units.

FEES

1. Heating, Incinerator Units and Wood-burning Appliances -
\$73.00.00/unit up to and including 150,000 input BTU units.
Additional fee of \$18.40/each 50,000 BTU or fraction thereof.
2. Commercial/Industrial exhaust hoods & exhaust systems -
\$140.00/unit
3. Heating & Air Conditioning distribution systems -
\$2.00/100 sq. Ft. conditioned area with \$50.00 minimum.
4. Air conditioning -
\$57.00/unit up to 3 tons or 36,000 BTU's.
Additional fee of \$19.00/each ton or 12,000 BTU's or fraction thereof,
\$1,000.00 maximum per unit.
5. HVAC Plan Review-\$68.00