



Help Line: 916-264-5011 CityofSacramento.org/dsd

Commercial Like for Like HVAC Unit Change Out Checklist

Project Address: Email: Unit Information Existing Unit: Purposed Unit: Weight: BTU Rating: Minimum Circuit Ampacity: Maximum Overcurrent Protection: NOTE: This form is not valid when engineered calculations are required for the HVAC change out. Engineered calculations are required if the new HVAC units weigh more than 400 lbs. and/or the new unit weight exceeds the existing unit weight by 5%. If calculations are required, the permit may qualify for over-the-counter (OTC) review. See form CDD-0114 for Criteria for OTC Review. 2016 Building Energy Efficiency Standards Forms: NRCC-MCH-01-E And	Applicant's Name:		Phone:		
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And		NRCC-MCH-01-E			
	And				
□ NRCC-MCH-05-E		NRCC-MCH-05-E			
Roof Plan:					
Roof plan clearly communicating the location of the unit/units to be replaced (Google Earth Shot of roof is acceptable).					
Unit/units is/are identified in the work description (e.g. change out RTU#3)	∪r	Unit/units is/are identified in	the work description (e.g. change out F	3711#3)	