



Community Development

Policy and Procedure Statement

FROM: Chad Root, Chief Building Official

SUBJECT: Video of Furnace, Boiler, A/C, and/or Water Heater

Replacement Inspections

DATE: November 4, 2020

Purpose: The purpose of this policy is to give direction on video inspections done by the contractor at the time the installation is complete to submit to the building department for inspection. This procedure is normally used on all occupied homes during COVID-19 to reduce the spread of the virus from the inspectors to occupied homes.

Policy: The contractor will follow the requirements/skit listed below for the video of the installed and completed hot water heater, a/c unit, furnace or boiler and then will submit the video to the Department of Building Safety for inspection. This will save time of having the installer come back and do an inspection with the City.

Video: The installer must video themselves and state their name and the company they are installing for and list the permit number. They must state what they have installed and the BTU's efficiency of the appliance.

The installer must turn the video on the appliance and go over the work they did. The following must be videoed and explained:

- The base of the appliance how is it anchored or attached
- Gas line to the appliance
- Vents from and to the appliance and terminations outside the house
 - Show hand moving vent to ensure the vent is glued or secured tightly
- Make up air (if needed for the appliance)

- Condensate lines and waste lines, and pumps to termination
- Pans (if needed) and waste lines to termination
- All new Electrical from junction box to appliance
- All components of the AC system that were installed inside and out.
- PRV valve on hot water heater and drain line.
- Vent piping on hot water heater
- Pressure expansion tank

When the video is done, upload it to YouTube and send us the website info to the following email: building@louisvilleco.gov.

The subject info must have the following:

- **Address**
- **Permit Number**
- **Inspection type: (e.g. Furnace, Boiler, A/C, Water Heater)**