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## HVAC MANUAL J CALCULATION REQUIREMENT

**Effective March 15, 2012**

All Permits for air conditioning change outs shall provide Manual J Calculations at the time of application.

When using convenience book permits, the Manual J Calculations shall be provided when your permit is faxed or e-mailed to the Building Department.

Inspections cannot be scheduled until all requirements are on file with the Building Department.

*Thomas L. DeGram*  
Thomas L. DeGram, CBO  
Interim Building Official /  
Chief Structural Inspector

