

Chevy Chase Village Building Permit Application for Air Conditioning Units, Heat Pumps, Generators and Geothermal Wells

These mechanical units are regulated by Chevy Chase Village Code Section 8-22(b). Permit No: _____

Property Address:
Resident Name: Daytime telephone: _____ Cell phone: _____ After-hours telephone: _____ E-mail: _____
Primary Contact for Project: <input type="checkbox"/> Resident <input type="checkbox"/> Architect <input type="checkbox"/> Project Manager <input type="checkbox"/> Contractor* *MHIC/MD Contractor's License No. (required): _____
Primary Contact Information: Name: _____ Daytime telephone: _____ After-hours telephone: _____ E-mail: _____
Check all that apply: <input type="checkbox"/> Air Conditioning Unit [_____# unit(s)] <input type="checkbox"/> Heat Pump(s) [_____# unit(s)] Is this heat pump a geothermal/geoexchange or ground source heat pump? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how many wells will be drilled? <input type="checkbox"/> Generator(s) [_____ #unit(s)]
Check all appropriate boxes: Mechanical unit is: <input type="checkbox"/> new; <input type="checkbox"/> an enlargement of an existing unit; and/or <input type="checkbox"/> being relocated. <input type="checkbox"/> Mechanical unit is a replacement in-kind and in the same location.
Description of type and location of mechanical unit(s) to be installed:
<i>To be completed by Village staff:</i> Is this property within the historic district? Yes <input type="checkbox"/> No <input type="checkbox"/> Staff Initials: _____ Date application filed with Village: _____ Date permit issued: _____ Expiration date: _____

Excerpt from the Chevy Chase Village Code:

Sec. 8-5. Residential building permits. [...A]ny person intending to construct, install, replace, alter, add to, expand or make any material alteration to any of the following, whether on private property or in the public right-of-way must first obtain any required County building permit and then obtain any required building permit from the Village:

(12) Any external antenna, air conditioner, generator or heat pump including the replacement of any such external feature that is a developmental nonconformity.

Sec. 8-22. Antennae, air conditioners, heat pumps and generators.

(b) *Setbacks* No person may 1) Install an external air conditioner or heat pump within seven (7) feet of any side lot line or rear lot line nor in the front yard of any property. 2) Replace an external air conditioner or heat pump within five (5) feet of any side lot line or rear lot line or in the front yard of any property 3) Install or replace a generator within seven (7) feet of any side lot line or rear lot line or in the front yard of any property. All external air conditioners, heat pumps and generators must comply with the noise control provisions and building regulations of the county.

Cross reference(s)--Fine for violation of this section, Sec. 6-3(a)(1).

Building Permit Application for Air Conditioning Units, Heat Pumps, Generators and Geothermal Wells: Filing Requirements

Application will not be reviewed until the application is complete

- Copy of stamped approved plans & permits from Montgomery County.
- This application form, signed by resident.
- Boundary Survey
- Site Plan (see: Village Site Plan Checklist to ensure completeness) showing exact location of units
- Tree Preservation Plan requested of Village arborist (see: Village Tree Inspection Request form). All required tree protections must be fully installed before any work begins.
- Filing Fee (due at time of application).
- Damage deposit or performance bond (due when permit is issued). Amount will be set by Village Manager.

Once this permit application is complete, the Village Manager will review the application and accompanying documents and, under most circumstances, act on the application within 5 to 10 working days.

If the Montgomery County permit is suspended, revoked or lapsed, the Village permit is automatically suspended, revoked or lapsed.

No signs advertising any service provider may be posted on the work site.

I hereby certify that I have the authority to make the foregoing application, that the application is correct, that I have read and understood all requirements and that the construction will conform to the regulations of the Montgomery County Zoning Code, the Village Code including Urban Forest code, and any covenants and easements on the subject property.

Applicant's Signature: _____

Date: _____

For Use By Village Manager	Application approved with the following conditions:
For Use By Village Manager	Application denied for the following reasons:

Filing Fees (due when application submitted)	Checks Payable to: Chevy Chase Village 5906 Connecticut Ave. Chevy Chase, MD 20815
Permit Application Fee: <input type="checkbox"/> \$50.00 (if mechanical unit/system is new, enlarged or relocated) <input type="checkbox"/> \$25.00 (if mechanical unit is a replacement in-kind and in the same location)	
Tree Preservation Plan Fee: <input type="checkbox"/> \$250.00 <input type="checkbox"/> Not required for this project	
TOTAL Fees:	Date: Staff Signature:
Damage Deposit/Performance Bond <input type="checkbox"/> \$ _____ <input type="checkbox"/> Waived by Village Manager	Date: Village Manager Signature:

<i>For Village Staff use:</i> Field file for inspections by Code Enforcement Officer has been created: <input type="checkbox"/> Yes (Date: _____)
