

*INCORPORATED VILLAGE OF ROCKVILLE CENTRE
BUILDING DEPARTMENT*

**AIR CONDITIONING PERMITS
FOR COMMERCIAL**

COMMERCIAL A/C APPLICATIONS MUST
BE FILED DIRECTLY WITH THE
COMMERCIAL INSPECTOR. CALL (516)
678-9247 TO SET AN APPOINTMENT.

RESIDENTIAL AC APPLICATIONS MUST
BE FILED DIRECTLY WITH THE
RESIDENTIAL INSPECTOR BETWEEN THE
HOURS OF 8AM — 9 AM OR 11:30 AM —
12:45 PM.

A Building Permit is required in Rockville Centre when you are installing central air conditioning system in your home or business.

See Chapter 340-121.1 of the RVC Code @ www.rvcny.us

After you have retained a company to install the central air conditioning, the items you will need in order for us to process this application are as follows:

REQUISITES FOR PERMIT

- Completed RVC Building Application form — from Building Dept.
- No plumbing affidavit - from Building Dept.
- An electrical inspection application must be filed by a RVC licensed electrician and submitted with the application.
- Completed Electrical Inspection Certificate must be submitted upon completion of job..
- Proper workers' compensation & liability insurance for contractor- requirements at Building Dept.
- Engineer's stamped plans showing detailed roof support.
- Check for application fee - \$131.00
- Check for permit fee*
- Check for Letter of Completion **

* Amount to be determined based on the value of the project.

** See fee schedule.

Last Updated 6/16

*Building Department Office Hours 8:00 a.m.-4:30 p.m.(Mon.-Fri.)
Tel. No. 516 678-9247*