



Department of Neighborhood Services

Construction Trades Division

Field Inspection Report

1&2 Family HVAC Checklist

Property Information

Address: _____ Permit # _____
 Contact: _____ Date: _____

Furnace

- Gas line, valve, union and drip leg
- CSST gas line bonding requirements
- Support of gas line
- Installation location per manufactures instructions (bedroom, closet, attic, etc.)
- Clearance to combustibles
- Raised off the floor/ combustible floor
- Connection to plenum in workman like manner
- Proper venting method
 - "B" vent - slope, offset, multiple stories need multiple flues, sealed at connections (<85% eff.)
 - PVC – sloped, sealed, check interior of furnace for moisture, location of exhaust and intake (>90% eff.)
 - If switched from "B" vented furnace to higher eff. check remaining appliances against flue size. (chimney liner)
 - Check condition of chimney exterior and interior
- Combustion Air Requirements
 - Direct venting (combustion air and exhaust both from outside)
 - Only exhaust outside, combustion air from within space calculation of room volume compared to btu input
- Condensate Line
- Dedicated electrical breaker
- Local electrical service disconnect
- Verify CO and smoke detectors are installed and functional

Condensing unit for A/C

- Location (front yard/side yard setback)
- Properly supported (pad/ wall brackets)
- Caps on suction and pressure lines
- Filter/dryer on pressure line in correct direction
- Line set sealed at entry to home
- Air flow around unit, obstructions
- Properly sized and dedicated electrical breaker
- Local service disconnect (fuse/breaker)

Distribution Duct Work

- Properly supported/hung
- Balancing dampers in place
- Insulation of ducts in unconditioned space
- Return/undercutting of doors sized at 125% of supply grills
- Floor grills are able to support normally imposed loads
- Grills are installed
- Exhaust fans in toilet/bathrooms
- One return per story

Items not checked and beyond the scope of a visual inspection. These could be done by the contractor.

- X - Air Velocities within ducts (usually checked with wind speed meter, manometer and pitot tube)
- X - Blower Door Test
- X - Equipment sizing or duct sizing
- X - Balancing of system
- X - For existing homes ResCheck verification

*The most current version of this list can be found at www.city.milwaukee.gov/dns/hvac

