



*Residential Equipment Change-outs*  
**HVAC and Water Heaters:  
 What You Need To Know**



**Mecklenburg County  
 Code Enforcement**  
 Residential Technical  
 Assistance Center (RTAC)  
 700 N. Tryon St.  
 Charlotte, NC 28202  
 704-432-7822

**PERMITTING POLICIES**

Mecklenburg County Code Enforcement is committed to updating and streamlining our processes in order to better serve you – our customer. Replacing a furnace, a central air conditioning unit or a water heater requires trades permits and licensed and bonded contractors to do the work.

To simplify the inspection procedures and to save you time and money, have your mechanical contractor identify the electrical contractor (business name and license number) they will be working with when he applies for his permit. The electrical permit covers only the reconnections of electrical equipment to the existing disconnect. Likewise for changing a water heater or central air conditioning, all trades involved must be identified and permitted.

By following this procedure the cost of the second permit is reduced by one half, and fewer inspector visits will be required to your home. This applies to single family residences, duplexes and townhomes. For condos and apartments this would apply if the change-out does not change the size or type of equipment. Have your contractor call permitting at **704-336-3803** for details.



**NOTE:** All inspections must be scheduled for the same day, mechanical, plumbing and electrical. Remember, an equipment change-out project is not complete until both inspections are performed and the permits closed.

**WANT TO DO IT YOURSELF?**

If you are the owner and the occupant of a single-family detached home, the North Carolina State Building Code allows you to do your own work under certain conditions.

- You must apply for all required permits and schedule all inspections
- The work must meet or exceed the building code requirements
- In Mecklenburg County, you will be required to pass a homeowner's code test before you can apply for a plumbing, mechanical or electrical permit. Call RTAC for details, 704-432-7822.
- You must continue to live in your house and maintain ownership for one year after completion of your work.

Most often the Do-It-Yourself books, home center stores, HGTV, DIY network television shows are not as helpful as they may seem. They give the impression that many projects are very simple. The information received from the do-it-yourself books, home center stores and TV shows is not always consistent with the current edition of the North Carolina Building Codes. The writers of the shows, the employees of the home center stores, and the authors of these books are not always qualified to give the correct information. To be assured your project will pass inspection, you must follow the current edition of the National Electrical Code and the North Carolina Building Codes.

**HOMEOWNERS: DON'T BE LEFT HOLDING THE BAG.**

To be sure your system meets the state building codes it must be inspected. If you pay for work before all inspections are approved, you may be accepting a system that does not meet the code requirements. Besides being unsafe, it could mean more money out of your pocket to make the changes later.

**QUESTIONS? GIVE US A CALL.**

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