

Upper Makefield Township
Department of Planning & Zoning

Air Conditioning/HVAC/Water Heater

Required Forms and Submissions

- Zoning Occupancy and Use Permit Application**
- Plot Plan.** The Township application must include a plot plan with location of condenser or associated equipment.
- Mechanical Application.** Please include specifications of the mechanical unit to install.
- Electrical Application.** Not required for a replacement unit. If new install, you must submit an electrical plan that has been approved by a third-party Electrical Inspector.
- Insurance.** Upper Makefield Township must be listed as “Certificate Holder” on a current Certificate of Insurance for all contractors, electricians and/or plumbers.

If the property owner is doing the work, please provide a copy of the homeowner’s liability insurance. Please sign page three of the zoning application for homeowner exemption and have it notarized.

- PA Contractor Registration Certificate.** Please submit a copy of the contractor’s PA Contractor Registration Certificate.

All Township forms can be found at the following link:

<https://uppermakefield.org/departments/planning-and-zoning/permits-applications/>

Applications and supporting documents can be submitted via email to CodeOffice@uppermakefield.org