

Air Conditioners

Permit Application Requirements and Code Requirements- revised 4/28/2021



Building and Zoning permit applications may be submitted using our [Online Permit Center](#). Paper permit application forms may be downloaded from the [Town website](#) or picked up in the office. Paper permits are accepted by mail, email, in-person or by drop box, located in Parking Lot A on Old Post Road. Payments can be made by cash, check or credit card (there is a processing fee for credit cards).

PERMIT REQUIREMENTS

FOR A/C SYSTEMS WITH CONDENSERS LESS THAN 10-FT FROM THE HOUSE FOUNDATION (MOST ARE) AND ON A NON-PERMANENT PAD:

1. **Mechanical permit** required for new and replacement air conditioning systems. Must indicate that the condenser is less than 10-ft from the house foundation and specify pad material.
2. **Electric permit** if running any new circuits.
3. Fire Marshal review required for commercial installations.

FOR A/C SYSTEMS WITH CONDENSERS MORE THAN 10-FT FROM THE HOUSE FOUNDATION AND/OR ON A PERMANENT PAD (CONCRETE):

1. **Mechanical permit** required for new and replacement air conditioning systems. Indicate pad material.
2. **Zoning Permit** \$25.00
 - a. The front yard requirement shall be 75 feet. It may be reduced to the front yard requirement for a principal structure, provided the tank, equipment or generator shall not be located between the house and the street. For example, a propane tank on an arterial road in the RDD may be located 60 feet from the front property line, rather than 75 feet, provided it is located on the side or rear of the house.
 - b. The side and rear yard setbacks shall be 15 feet.
3. **Map, showing the location of the condenser.** You may use the [Town GIS mapping service online](#) or you may call the office to see if there is a property map on file. For instructions on using the Town GIS, click [here](#).
4. **Electric permit** if running any new circuits.
5. Fire Marshal review required for commercial installations.

HISTORIC DISTRICT

If the property is located in the Tolland Green Historic District, please contact the Building Department at (860) 871-3601. Depending on location, a Certificate of Appropriateness may be required.

INSPECTIONS

- Final inspection needed.

COMMON CODE QUESTIONS

A/C condensers are considered a source of ignition and have to meet minimum separating distances to propane tanks.

Above ground propane:

- Propane tanks filled onsite by a truck - condenser must be 10-feet from fill connection on tank
- Propane tanks not filled on site - condenser must be 5-feet from fill connection on tank

Underground propane tanks:

- Condenser must be 10-ft from any relief valve, filling connection and liquid fixed maximum level gauge vent connection at container.