

**ORDINANCE  
REQUIRING PERMITS FOR HVAC ALTERATIONS AND ADDITIONS**

WHEREAS, KRS 198B.650-689 requires that the bidding for and control over the construction and alterations of Heating, Cooling, Ventilation, Air Conditioning (HVAC) systems shall be performed by Kentucky licensed HVAC Master Contractors, except where specifically exempted by KRS 198B.674; and

WHEREAS, the County of Bullitt has authority pursuant to its home rule statute, KRS 82.082 to establish ordinances in furtherance of a public purpose of the county and not to conflict with a constitutional provision or statute; and

WHEREAS, it is in the best interest of and for the safety of the citizens of Bullitt County to assure that the installation of heating and air conditioning systems and the alterations thereto which amount to major repairs are constructed and altered by persons complying with the state licensing law, by requiring local permits; and

WHEREAS, it is also in the interest of public protection to assure that any person performing HVAC work exempted from state licensure, shall nevertheless obtain a permit for new installation and major repairs.

NOW THEREFORE BE IT ORDAINED by the Fiscal Court of Bullitt County as follows:

**SECTION I  
DEFINITIONS**

1. "Kentucky HVAC Master Contractor," means a person who possesses a valid, current license issued by the Kentucky Heating, Ventilation and Air Conditioning Board, qualifying him to engage in the HVAC business.
2. "Registered Maintenance Person," means a regular, full-time, bone-fide employee pre-approved pursuant to this ordinance to engage in general repair work on property owned by an established company not in the HVAC business. This person must be registered by the employer and the person's work shall be limited to the removal and replacement of component parts, the routine and periodic servicing of HVAC systems, including cleaning inspection, and adjustments to insure the proper operation, pursuant to KRS 198B.674 [7], 198B.650 [11] and 198B.650 [14]. A registered maintenance person shall not be authorized to obtain a permit for or to install a new system.

3. "Other Approved Person" means any person seeking a permit to do HVAC work for which a permit is required who does not meet the definitions of (1) or (2) of this section, but who is otherwise recognized by the county of Bullitt as exempt from licensure under KRS 198B.674. Example: Homeowner
4. "Major Repair" indicates component replacements that require compliance with other code requirements or redesign and alteration of entire system, or that would require an inspection of the completed work. Specifically the replacement of, but not limited to: compressors, condensers, evaporators, gas furnaces, refrigerant lines, gas lines, heat exchangers, gas control valves, venting systems for combustion gases. Minor repairs shall be considered major repair items when other than Original Equipment Manufacture (OEM) parts are used for replacement items.
5. "Minor Repair" indicates routine repair and minor component replacements without requiring the redesign, alteration or replacement of the system. This repair should not alter the approval of the equipment or make such equipment unsafe. For example, a replacement of a defective control with a control of the same type and specifications as the original factory-supplied control would not require a permit. Likewise, a replacement of a burner assembly with a burner assembly having a different input capacity or that is designed to burn a different fuel would require a permit. Minor repairs may include but are not limited to: vent caps and connectors, gas line connectors (flexible or rigid), fan motors, drive belts, preventive maintenance items.

## SECTION II PERMITS

1. No person shall install any new HVAC equipment or perform major repairs as defined by Section I of this ordinance unless the person is a holder of a valid Kentucky HVAC Master Contractor license.  
  
Exceptions:
  - A. A Registered Maintenance Person may apply and obtain a permit for major repairs of: compressors, condensers, evaporators, refrigerant lines, gas lines, heat exchangers, gas control valves, venting systems for combustion gases.
  - B. Other Approved Person may obtain permits as allowed in KRS 198B.674.
2. The person responsible for the installation or major repair must obtain a permit for the work from the county of Bullitt.
3. Such permits shall be valid only for the location cited in the application. Except in case of emergency, work shall not be commenced until the approving official has issued a permit for such work. A permit shall not be transferable.

Fees:

- A. A permit to begin work for new construction or major repairs shall not be issued until the prescribed fees shall have been paid to the county of Bullitt, nor shall an amendment to a permit necessitating an additional fee because of the additional work involved be approved until the additional fee has been paid.
  - B. The fees for all mechanical work shall be as indicated in the appropriate schedule provided by the county of Bullitt.
4. Application for heating, air conditioning permits shall be made by a licensed contractor, or registered maintenance person or other approved persons and state the names of all owners, the location of the property upon which the work is to be performed and the estimate full extent of work to be performed. A full set of plans may be required to accompany the permit application for installations or removal of systems.
5. Expiration: Every permit issued by the county of Bullitt under the provisions of this code shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within six months from the issue date of the permit, or if the work authorized by such permit is suspended or abandoned for a period of six months or more.

**SECTION III  
BUILDING CODE COMPLIANCE AND INSPECTION**

- 1. Installation or major repair pursuant to a permit obtained under this Ordinance shall be performed in compliance with the applicable provisions of the Kentucky Building Code, as required under KRS Chapter 198B, as adopted by the county of Bullitt.
- 2. Inspections for installation or major repair performed pursuant to a permit obtained under this Ordinance shall be conducted by the Bullitt County Department of Code Enforcement in accordance with the applicable provisions of the Kentucky Building Code.

**SECTION IV  
REGISTRATION OF MAINTENANCE PERSONNEL**

Any Property Owner or his agent may apply to the county to have a person qualified to obtain permits and do heating, ventilation and air conditioning repair work. No person shall be so qualified until the applicant owner/agent shall provide documentation sufficient to the county that the maintenance person complies with the definition set forth in Section I of this ordinance and that the following additional requirements have been met:

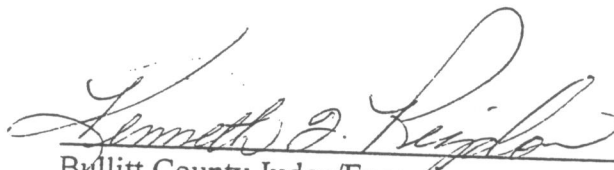
- 1. The person is EPA certified for type of work to be accomplished.
- 2. There is general liability insurance to cover the work being done.

3. The owner agrees that it will obtain permits as required by this ordinance.
4. The owner agrees that the person will not install or replace a gas furnaces, heaters for hydronic heating systems, heat pumps or condensing units.
5. All registrations will expire on June 30 of each year and may be renewed upon receipt of new application and proof of ten hours of approved continuing education obtained during the licensing year.


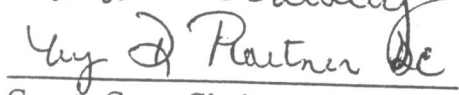
This Ordinance shall be effective upon passage and publication as required by law.

Given First Reading at a regular meeting of the Fiscal Court of Bullitt County on the 5th day of September, 2000.

Given Second Reading and Adoption at a regular meeting of the Fiscal Court of Bullitt County on the 19th day of September, 2000.

  
Bullitt County Judge/Executive      9/19/00  
Date

Attest:

  
  
County Court Clerk      9/19/00  
Date