



ENFORCEMENT DIVISION
9821 Business Park Dr., Sacramento, CA 95827
P.O. Box 28000, Sacramento, CA 95826
800-321-CSLB (2752)

DATE: 08/04/2010**LICENSE:** XXX

John Doe
dba John Doe Construction
A Street, Suite 1
Anytown, CA 00000

RE: Energy Efficiency and HVAC Building Permits

Dear C-20 Contractor:

As a participant in the Performance Alliance, the Contractors State License Board (CSLB) is committed to reducing energy used by warm-air heating, ventilating, and air-conditioning (HVAC) systems.

Please be advised that CSLB is accelerating its enforcement plan to ensure that new, enhanced compliance requirements are being met for the California Code of Regulations Title 24, Part 6, Energy Efficiency Standards for Residential and Nonresidential Buildings. Amendments to Title 24, Part 6 became effective January 1, 2010, and require enhanced duct sealing, proper refrigerant charge, airflow, and fan watt draw.

As you know, building permits are necessary to ensure that HVAC construction is performed according to state and local codes and safety standards. Failure to obtain a permit is a violation of law and exposes the homeowner to additional costs and liability. Also, the California Mechanical Code (CMC) requires a building permit for HVAC installations and modifications including, but not limited to, the following:

- **New HVAC installation;**
- **HVAC changeout/remodel/replacement including the air handler, coil, furnace or condenser;**
- **Relocation of an existing HVAC unit;**
- **Removal of an HVAC unit or system; or**
- **Adding ducting.**

If a contractor fails to obtain a permit and performs contracting work on a project requiring a permit, the contractor is in violation of the law and will be disciplined by the CSLB, pursuant to Business and Professions Code Sections 7110 and 7090. Disciplinary action may include assessment of civil penalties of up to \$5,000 per citation and/or suspension or revocation of the license.

At the direction of its Board, CSLB issued an Industry Bulletin (enclosed) on November 30, 2009, to alert the industry that CSLB would accelerate building permit enforcement efforts beginning in January 2010. (You can sign up to automatically receive news and bulletins on the CSLB website: www.cslb.ca.gov. Look for "Sign Up to Receive E-Mail Alerts.") This is an additional effort to remind you about CSLB enforcement as it relates to Title 24.

For additional information or training opportunities, please refer to the following organizations:

- **The Institute of Heating & Air Conditioning Industries, Inc. (IHACI)**
454 W. Broadway
Glendale, CA 91204
1-818-551-1555
www.ihaci.org

- **The California Energy Commission**
Energy Standards Hotline
(916) 654-5106 or (800) 772-3300
www.energy.ca.gov/title24/training
email address: Title24@energy.state.ca.us

If you have any questions regarding these requirements, please contact CSLB Enforcement Representative Alan DalPorto at (916) 255-4001.