



# TRADES 8

# HEATING UNIT CERTIFICATION PERMIT / TAG APPLICATION

TO BE COMPLETED BY ALL PERSONS SEEKING TO SECURE HEATING UNIT TAGS FOR THOSE RENTAL HEATING UNITS IN THE CITY LIMITS PURSUANT TO CHAPTER 18 OF THE CODE OF ORDINANCES.  
[www.burlingtonvt.gov/dpi](http://www.burlingtonvt.gov/dpi)

## IDENTIFICATION

Please  
Print or  
Type

CONTRACTOR BUSINESS NAME	OFFICE PHONE NUMBER	FAX NUMBER
CONTRACTOR ADDRESS	CITY/TOWN	STATE
		ZIP CODE
CONTACT PERSON FOR THIS PROJECT	MASTER PLUMBING LICENSE NUMBER	

## LICENSE & CERTIFICATION

*(Photocopy of each certificate must be attached)*

<input type="checkbox"/> PLUMBING JOURNEYMEN # _____	EXPIRATION DATE _____
<input type="checkbox"/> PLUMBING SPECIALIST # _____	EXPIRATION DATE _____
<input type="checkbox"/> OIL SILVER CERTIFICATION # _____	EXPIRATION DATE _____
<input type="checkbox"/> LIQUID PROPANE CERTIFICATION # _____	EXPIRATION DATE _____
<input type="checkbox"/> NATURAL GAS CERTIFICATION # _____	EXPIRATION DATE _____

### \$5.00 PER TAG AT MULTIPLES OF 20 ONLY

*(MAXIMUM OF EIGHTY (80) TAGS PER APPLICATION)*

<input type="checkbox"/> $\frac{20}{\text{\# of tags}} \times \frac{\$ 5.00}{\text{each}} = \frac{\$ 100.00}{\text{Total Fee}}$	<input type="checkbox"/> $\frac{60}{\text{\# of tags}} \times \frac{\$ 5.00}{\text{each}} = \frac{\$ 300.00}{\text{Total Fee}}$
<input type="checkbox"/> $\frac{40}{\text{\# of tags}} \times \frac{\$ 5.00}{\text{each}} = \frac{\$ 200.00}{\text{Total Fee}}$	<input type="checkbox"/> $\frac{80}{\text{\# of tags}} \times \frac{\$ 5.00}{\text{each}} = \frac{\$ 400.00}{\text{Total Fee}}$

The undersigned certifies that the information provided above and all attached documentation has been: examined, is authentic, and accepts responsibility for the certification and operation of the heating units that their assigned Certification Tags are attached.

***THIS APPLICATION IS NOT A PERMIT...DO NOT SEND PAYMENT WITH APPLICATION***

SIGN HERE ►

_____	_____	_____
Signature	Title	Date

### Introduction

Effective January 2007, the City of Burlington Code Enforcement will be implementing the Heating Unit Certification program as established in the Minimum Housing Ordinance in Chapter 18 section 18-86. This program is shared between two departments: Department of Public Works Inspection Services (DPW/ISD) and City of Burlington Code Enforcement. To facilitate this program, DPW/ISD will require a completed ISD-8 Form, photo copies of the valid State of Vermont credentials, process the Heating Unit Certification Permit and provide the tags only to totally qualified personnel (TQP). Code Enforcement will administer the law as prescribed in the housing ordinance (below) by way of visual inspections of the heating units.

### City of Burlington Code of Ordinances Chapter 18-86 (c)(5)

For rental units, as defined by this chapter on and after January 1, 2007, all fuel burning heating systems shall be biennially inspected and serviced by a certified technician certifying that the system is functioning and operating in a safe manner in compliance with the standards of this section, with proof of inspection stated on a tag issued by the Department of Permitting & Inspections and placed in a conspicuous place as defined by the Department of Permitting & Inspections.

### Definition of Heating Units Chapter 18

For the purposes of enforcement, an approved heating system is a mechanism or series of mechanisms for maintaining temperatures at an acceptable level within a home or other dwelling. A heating system may be centralized or distributed. The definition of a heating system - meaning: A utility to warm a building.

Synonyms: heating plant, heating, heat: An approved fuel burning heating system shall be the following approved systems:

- a) A central heating system - a heating system in which air or water is heated at a central furnace and sent through the building via vents or pipes and radiators.
- b) Space heater - Is an appliance that warms a small area, such as one room, typically by radiant heat, and is fuel burning. Example: Gas fired space heaters would be required to be inspected as part of this provision of the ordinance (18-86(5)) Approved space heaters in each room may constitute an approved system. **A single approved space heater cannot over heat one room to maintain another at the minimum temperature.** Portable heating equipment employing a flame and heating equipment using gasoline or kerosene do not meet the standards of this chapter and are prohibited

### Heating Unit Certification Tag Verification

The heating units must comply with Chapter 18 and certified every (biennially) two years. New heating unit tags will replace old tags and the Housing Inspectors will verify the heating units certification tag during their inspection. **Please print clearly when filling out all the information on the tag in permanent marker and place the tags in a conspicuous (eye-catching) place on all heating units.**

\*\*\*\*\*

### PERMITTING & INSPECTIONS FORM TRADES-8

#### Identification

This section is required to be filled out in full. Please type or print clearly.

#### License & Certification

*Photocopy of each certificate must be attached*

Please mark and fill-in ONLY those licenses and certifications that you hold. In addition, it is required to provide a copy of those documents for each application.

#### Heating Unit Tag Fees

***\$5.00 per tag at multiples of 20 ONLY***

The price of each tag is \$5.00 and will only process multiples of 20 and a maximum of eighty (80) tags per application.

**Note I)** Please direct all questions regarding the TRADES-8 form, License and Certification, and fees to: Permitting & Inspections, Plumbing/Mechanical Inspector at (802) 865-7560

**Note II)** Please direct all questions regarding Chapter 18 and Heating Unit Certification Tag Verification to: Permitting & Inspections at (802) 863-0442

\*\*\*\*\*

#### Disclaimer

This Heating Unit Certification Program only supports the City of Burlington Code of Ordinances and does not preclude manufactures installation or inspection, recommendations or any part thereof. Lack of or indistinguishable information or removal of this tag places the property in violation of the City Code of Ordinances.

\*\*\*\*\*

**Working together for Burlington Preserving Improving our Community**



Department of Permitting & Inspections  
645 Pine Street, Burlington, Vermont 05401  
Tel: (802) 863-0442  
Fax: (802) 652-4221