



Existing Chimney/Vent Inspection

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Building Official

Effective: June 22, 2018

Upon the replacement of any fuel-burning appliances or equipment in existing buildings, the contractor performing such changes or installations shall inspect and certify that the vent or chimney system is properly sized, properly maintained and in operable condition. The [Chimney Vent Inspection Certification Form](#) shall be uploaded to the permit prior to the date of inspections via [ePortal](#).

- If a homeowner obtains the Permit, the Chimney Vent Certification shall be signed by the contractor and left on the job for the inspector.

If a homeowner replaces a fuel-burning appliance, the County will visually check the exposed venting system for any deterioration of the system. However, the homeowner is responsible for providing a ladder to the attic (if applicable) for the Inspector's use. The ladder is to be set up prior to Inspector's arrival on the day of the inspection. If the homeowner is connecting to a masonry chimney, the homeowner must provide an inspection report of the chimney from a Third-Party Chimney Inspection Company. If the Inspector finds that the existing vent/masonry chimney is in need of repair, corrective actions will need to be completed prior to the inspection being approved.

Please use the [Chimney Vent Inspection Certification Form](#) on our forms page, and have the document available for the Inspector during the inspection.

Attachments/Hyperlinks:

- [Chimney Vent Inspection Certification Form](#)
- [Inspections – Certifications Electronic Submissions](#)