



Andy Beshear
GOVERNOR

Jacqueline Coleman
LIEUTENANT GOVERNOR

PUBLIC PROTECTION CABINET

**Kentucky Department of Housing,
Buildings and Construction**
500 Mero Street, First Floor
Frankfort, KY 40601
Phone: (502) 573-0365

Ray A. Perry
SECRETARY

Rick Rand
COMMISSIONER

Max Fuller
DEPUTY COMMISSIONER

MEMORANDUM

DATE: September 28, 2023
TO: All Licensed KY Master HVAC Contractors
FROM: David Moore, HVAC Acting Director
RE: HVAC Plans Requirements for Residential Buildings

I would like to take this opportunity to address the following questions regarding HVAC plan requirements.

1. Are plans required for a 3 plex up to a 12 plex?
 - a. The answer to this is, "YES". Plans are required for a three plex and up to a 12 plex. These plans however are not required to be drawn by a design professional. They may be drawn by anyone competent in the design of an HVAC installation. These plans are to be made available to the inspector upon his or her request and must remain on the jobsite until the installation has been completed.
2. Are plans required on buildings greater than a 12 Plex?
 - a. The answer to this is, "YES". Residential buildings greater than a 12 plex are required plans which have been developed and designed by a professional engineer or architect. These plans must be made available to the inspector upon request. Any deviations or changes to the design must be approved by the design professional on record prior to inspection and approval by the HVAC Inspector. A copy of the approved plans must remain on site during construction.

I hope this helps to clarify some of the questions regarding HVAC plans and when and where they are required. If you have any further questions, please feel free to contact me on my cell phone at 606-424-2285.