



WHITEHALL TOWNSHIP
SUBMITTAL FOR RESIDENTIAL MANUFACTURED FIREPLACES,
PELLET STOVES, AND GAS FIREPLACES

Revised JUNE 2022

TO BE ACCEPTED, PERMIT APPLICATIONS MUST INCLUDE EACH OF THE FOLLOWING:

- Completed mechanical permit application.** Must be filled out and signed by the contractor or person doing the work. Please note that no faxed or emailed applications will be accepted.
- Electrical permit application** is required if any unit requires electric and is NOT plugging into an existing receptacle. Indicate "new wiring" on the permit application.
- Non-refundable application fee** (\$60.00) for each permit application payable to **Whitehall Township**. Additional fees may be due at permit issuance.
- Certificate of insurance** showing Worker's Compensation coverage OR a notarized exemption affidavit form. The insurance certificate must show Whitehall Township as the certificate holder. We do not keep any insurance certificates on file.
- For 1 or 2 family dwelling installations:**
 - The manufacturer's model number must be submitted.
 - Submit (2) copies of the manufacturer's specification cut sheet.
 - Provide a room diagram showing where the fireplace/stove will be located in the room.
 - Provide exhaust pipe type and manufacturer's information. The exhaust pipe information shall include "clearance to combustible materials."
 - For gas fireplaces, provide what type of gas piping will be used to connect from the main gas pipe to the fireplace.
 - Confirm if LP or natural gas.
 - Provide chimney piping support spacing and how the support straps will be anchored to the house and roof.
 - A Carbon Monoxide detector must be installed outside of all sleeping rooms.
- Contractor must have a valid Business Privilege License with the Treasurer's office.

ALL ITEMS MUST BE COMPLETE AT TIME OF SUBMISSION. FAILURE TO COMPLETE ALL ITEMS WILL RESULT IN APPLICATION DENIAL.

Please submit all documents to the Township at 3219 MacArthur Road, Whitehall, PA 18052.