

Policy 4.1

Gas Conversion

Subject

This information is given to inform the homeowner, as well as the contractor, of the process for gas conversions in Washoe County. We have found that through communication between the owner, contractor, and Department of Building & Safety, problems can be minimized. Washoe County will inspect all installations based on the currently adopted edition of the U.M.C., U.P.C., I.R.C. and the N.E.C.

Washoe County cannot guarantee that homeowners will not be without gas for a period of time. Inspection results cannot be referred to the Gas Company until the manometer test has been approved. Exception: Areas serviced by Southwest Gas Company. Washoe County does not schedule the Gas Company for gas meter sets or hook-ups. The County will not be responsible if information is turned in late in the day, resulting in delay of meter set or turn-on.

- Inspection requests must be called into Voice Response system or the office the day prior to inspection.
- Inspection time can be confirmed between 8:00 and 8:30 a.m. by calling the building inspector at 328-2020 the morning of the inspection.

All work called in for inspection must be complete prior to inspection by the Department of Building & Safety.

- If gas lines are altered or new pipe is added, a high-pressure test is required. Exception: Any new gas lines less than six feet in length does not need a high-pressure test.
- All valves must be removed prior to the high-pressure test.
- Any new appliance or change-out must be in place at time of inspection.
- Conversion of appliance is to be done prior to Department of Building & Safety inspection. Appliances are to be labeled showing date of conversion and by whom. Exception: Incline Village.
- Gas flex connectors and valves must be on the job site for the inspector to verify size and type.
- Inspectors will verify all life safety issues, combustion air requirements, clearances to combustibles, venting, return air and installation requirements.

Additionally (Incline area):

1. Washoe County Department of Building & Safety will notify Southwest Gas by phone or fax of approval to set a meter.
2. The responsibility for the convertibility and conversion of existing appliances from propane to natural gas will be with Southwest Gas.

3. Washoe County Department of Building & Safety will use a factor 1,000 for conversion of BTU to CFH in sizing gas pipes.
4. Combustion air and gas pipe size will be determined by listed BTU input.

Once inspections have been completed, a person licensed by Washoe County can proceed with the manometer test and call results into our office. The manometer tester must present the permit number, job address and manometer license number in compliance with Administrative Policy Number 1.

Background

For many years, the Department has worked with owners and contractors to make the conversion to natural gas process as simple as possible and still obtain the proper inspections. The above policy was agreed upon by the Power Company, six major mechanical contracting firms, State of Nevada LPG Board and the inspection supervisors.

The Department has been questioned as to why we charge for an inspection for the aperture change-out if we do not actually inspect the inside of the HVAC unit for the proper device. Although we do not inspect the aperture itself, we require that the modified HVAC unit be identified as being modified with the date and responsible person. Also, at the time of this verification, the inspector will conduct the standard inspection for vent connection and type, clearances, protection of the unit, pipe size and many other requirements.

Although the process looks, at first, to be somewhat complex, in reality, the contractor needs only to follow the above process and “work” with the Department in proper planning and scheduling.