



9773 Mt. Hope Road
Munith, Michigan 49259
Phone: 517-596-8200
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Mechanical Permit Application

Authority: 1972 PA 232
Completion: Mandatory to obtain permit
Penalty: Permit can not be issued

I. Job Location

NAME OF OWNER/AGENT		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT?	
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required	
STREET ADDRESS & JOB LOCATION (Street No. and Name)		NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH JOB IS LOCATED	
		<input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township OF:	
		COUNTY	

II. Contractor/Homeowner Information

INDICATE WHO THE APPLICANT IS	NAME	LICENSE NUMBER	EXPIRATION DATE
<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner			
ADDRESS (Street No. and Name)		CITY	STATE
			ZIP CODE
TELEPHONE NUMBER (Include Area Code)		FEDERAL EMPLOYER ID NUMBER (or reason for exemption)	
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)		MESC EMPLOYER NUMBER (or reason for exemption)	

III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Premanufactured Home Setup (State Approved)	<input type="checkbox"/> State Owned
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> LP Tank	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> School

IV. Plan Review Required

Plans must be submitted with an Application for Plan Examination before a permit can be issued, except as listed below.

Plans are not required for the following: Plans Not Required

- One-and two-family dwellings when the total building heating/cooling system input rating is 375,000 Btu's or less.
- Alterations and repair work determined by the mechanical official to be of a minor nature.
- Business, mercantile, and storage buildings having HVAC equipment only, with one fire area and not more than 3,600 square feet.
- Work completed by a governmental subdivision or state agency costing less than \$15,000.00.

If work being performed is described above, check box above "Plans Not Required."

What is the building size in square footage? _____

What is the input rating of the heating system in this building? _____

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

V. Applicant Signature

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

SIGNATURE OF LICENSEE OR HOMEOWNER (Homeowner's signature indicates compliance with Section VI Homeowner Affidavit)	DATE

VI. Homeowner Affidavit

I hereby certify the mechanical work described on this permit application shall be installed by myself in my own home in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Mechanical Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the Mechanical Inspector. I will cooperate with the Mechanical Inspector and assume the responsibility to arrange for necessary inspections.

VII. Fee Clarification

FEE	UNIT	TOTAL
Application Fee (non-refundable)	1	\$30.00
Inspections \$70.00/ea.	1	\$70.00

GRAND TOTAL: _____

VIII. Instructions for Completing Application

General: Mechanical work shall not be started until the application for permit has been filed. All installations shall be in conformance with the Michigan Mechanical Code. No work shall be concealed until it has been inspected. When ready for an inspection, call the inspector providing as much advance notice as possible. The inspector will need the job location and permit number.

Expiration of Permit: All permits are valid for 1 year as long as work is progressing and inspections are requested and conducted. A renewal fee of \$90.00 will be charged to extend the permit another year. A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED OR REINSTATED.

The Department will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability or political beliefs. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.

Please check all that apply to the mechanical of your building:

HEATING EQUIPMENT:	# ITEMS
Residential Heating System (includes Duct, Gas Piping & Vent)	
Commercial Heating System	
Residential/Commercial Replacement Equip.	
Boilers Under 6 Family and/or 200,000 BTU/hr.	
Solid Fuel Equipment	
Gas Burning Fireplace	
Water Heater	
Duct work Only	
Solar: set of 3 panels (includes piping)	
Chimney-Factory Built (installed w/o appliance)	

FUEL PIPING:	
Each fuel piping system installed	

AIR HANDLERS, SELF CONTAINED UNITS:	
Under 10,000 CFM	
Over 10,000 CFM	

AIR CONDITIONING & HEATING PUMPS:	
Residential Air Conditioning	
Chillers	
Evaporator Coils	
Cooling Towers	
Heating Pumps- Residential	

VENTILATION, EXHAUST & HOOD SYSTEM:	
Bath & Kitchen Exhaust - Residential	
Under 10,000 CFM (vent or exhaust)	
Over 10,000 CFM (vent or exhaust)	
Commercial Hoods	

TANKS	
Aboveground	
Aboveground Connection	
Underground	
Underground Connection	

HEAT RECOVERY UNITS:	
V.A.V. Boxes	
Unit Ventilators	
Unit Heaters	

FIRE SUPPRESSION SYSTEM	
Under \$2,000	
2,000 - 7,999	
Each additional \$8,000	

OTHER	

TENTATIVE FEES FOR MECHANICAL PERMITS- Approved and Effective June 1, 2022

- Note 1:** Most mechanical permits **MUST** be accompanied by building permits
- Note 2:** Electrical permits required with some installs
- Note 3:** Additional inspections may be needed
- Note 4:** All fees are subject to change without notice
- Note 5:** Requires separate Mechanical permit and inspection charge

FEE LIST EFFECTIVE 6/1/22

Type of Construction	# of Inspections	Total Inspection Fees	Application Fee	Estimated Total Fee for Mechanical	NOTE
Modular /Manufactured Homes-Final	1	\$70.00	\$30.00	\$100.00	
Fireplace-New (Rough, Final)	2	\$140.00	\$30.00	\$170.00	
Replace Fireplace- FINAL	1	\$70.00	\$30.00	\$100.00	
Wood Burner- Outdoor	1	\$70.00	\$30.00	\$100.00	
Generator- Outdoor (Final)	1	\$70.00	\$30.00	\$100.00	
Commercial Hood (Rough, Suppression Test, Final): SUPPRESSION TEST REQUIRES A SEPARATE MECHANICAL PERMIT AND CHARGE (1) INSPECTION	*3	\$210.00	\$30.00	\$240.00	Note 5
Ductwork(New) - Basement	1	\$70.00	\$30.00	\$100.00	
New Furnace in Pole Barn (Rough, Final)	2	\$140.00	\$30.00	\$170.00	
LP TANK -FINAL	1	\$70.00	\$30.00	\$100.00	
New Build A/C, Hot Water or Furnace (Rough, Final): New A/C install also needs an Electrical Permit with a Final Inspection	2	\$140.00	\$30.00	\$170.00	Note 2
Replace A/C, Hot Water or Furnace (Final): Replacing A/C install also needs an Electrical Permit with a Final Inspection	1	\$70.00	\$30.00	\$100.00	Note 2
New Homes- Rough, Final (Gas Pipe Test-signed and dated test result certificate). IF ADDING Radiant Floor heating, add one inspection	*2	\$140.00	\$30.00	\$170.00	Note 3
Wood Stove- if exhaust pipe HIDDEN= 2 inspections (Rough, Final)	2	\$140.00	\$30.00	\$170.00	
Wood Stove- if exhaust pipe EXPOSED = 1 inspection (Final)	1	\$70.00	\$30.00	\$100.00	

*** additional inspections may apply/ or be required***