

# MECHANICAL PERMIT APPLICATION

**Frenchtown Charter Township  
 Building Department  
 2744 Vivian Road  
 Monroe, MI 48162  
 734.242.5900, ext. 4 / fax 734.242.1634**

**I. JOB LOCATION**

Name of Owner/Agent	Has a building permit been obtained for this permit yes                      no                      not required		
Street Address & Job Location (Street No. & Name)	Telephone Number (    )	Parcel No.	County

**II. CONTRACTOR / HOMEOWNER INFORMATION**

Contractor Homeowner		State License No.	Expiration Date
Address (Street No. and Name)		State Registration No	Local Licensing Jurisdiction
City	State	Zip Code	Local License Number      Expiration Date
Telephone Number (    )	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**

Single family	New	Sewer Only              Water Only	State Owned
Other	Alteration	Special Inspection (explain)	

**IV. PLAN REVIEW REQUIRED**

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

**Plans are not required for the following:**

1. One and two-family dwellings when the total building heating/cooling system input rating is 375,000 Btu's or less.
2. Alterations and repair work determined by mechanical official to be of a minor nature.
3. Business, mercantile, and storage buildings having HVAC equipment only, with one fire area and not more than 3,500 square feet.
4. Work completed by a governmental subdivision or state agency costing less than \$15,000.00.

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

**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.

Plan Review Required               Plan Review Not Required

**V. APPLICANT SIGNATURE**

**Section 23a of the state construction code act of 1972, act no 230 of the Public Acts of 1972, being section 125.1523a of the Michigan Compiled Laws, 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 subject to civil fines.**

Signature of Licensee or Homeowner              (Homeowner signature indicates compliance with Section VI Homeowner Affidavit)

**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 Current 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

**COMPLETE APPLICATION ON BACK SIDE**

**VII. FEE CHART – Enter the number of items being installed multiply the unit price for total fee.**

	FEE	# ITEMS	TOTAL
New Single Family Dwelling (fee covers up to 3 inspections) up to 2,000 sq. ft.(HVAC ONLY-ONE UNIT EACH) every 100 sq. ft. thereafter	\$200.00 \$ 6.00		
Modular/Manufactured (two inspections)	\$130.00		
Furnace New/Conversion	\$30.00		
Residential Boiler	\$30.00		
Flue/Vent Damper	\$ 6.00		
Solid Fuel Equip. (includes chimney) (Wood-burning)	\$30.00		
Gas Burning Fireplace	\$30.00		
Chimney, Factory built (installed separately)	\$25.00		
Gas Piping, each opening new installation (residential)	\$5.00		
Air Conditioning or Refrigeration (includes split system)	\$30.00		
Heat Pumps (complete residential)	\$30.00		
Bath & Kitchen exhaust	\$5.00		
Piping Systems -Min \$25.00 Piping Process Piping	\$.05/ft. \$.05/ft		
<b>Residential Flat Rates (includes one inspection and application fee) Circle One</b> <b>Replace Furnace and/or A/C</b>	\$60.00		
<b>Remove &amp; replace water heater</b>	\$60.00		
<b>Fireplace-sealed unit</b>	\$60.00		

	FEE	# ITEMS	TOTAL
<b>Application Fee</b>	<b>\$25.00</b>		
Supplemental Application Fee	\$10.00		
See Contractor Administration Form	for fee		
<b>Inspections (each)</b>	<b>\$50.00</b>		
<b>Reinspection Fee</b>	<b>\$35.00</b>		
Tanks			
Aboveground	\$20.00		
Underground	\$25.00		
Fire Suppression/Protection -Minimum \$20.00	\$.75 per head		
Evaporator Coils	\$30.00		
Humidifiers	\$10.00		
Duct -Minimum \$25.00	\$.10/ft		
Heat Pumps; Commercial (pipe not included)	\$20.00		
Air Handlers			
Under 10,000 CFM	\$20.00		
Over 10,000 CFM	\$60.00		
Commercial Hoods	\$15.00		
Ventilators	\$10.00		
Unit Ventilators	\$10.00		
Unit Heaters (terminal units)	\$15.00		
Water Heater	\$10.00		

**TOTAL FEE**

\$
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- ✓ **Please list all fixtures regardless of payment method.**
- ✓ **All inspections are subject to administrative and base fees.**

GENERAL: Mechanical work shall not be started until the application for permit has been issued. All installations shall be in conformance with the Current Mechanical Code. **No work shall be concealed until it has been inspected.**

**When ready for an Inspection, call the Building Department providing as much advance notice as possible. The inspector will need the job location and permit number.**

“Section 23a of the State Construction Codes Act of 1972, Act no. 230 of public Act 1972, being Section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this State relating to persons who perform work on residential buildings or a residential structure. Violators of Section 23a are subjected to civil fines.”

EXPIRATION OF PERMIT: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work. A permit will be cancelled when no inspections are requested and conducted within six months of the date of issuance or the date of a previous inspection. Cancelled permits cannot be refunded or reinstated.

- ✓ **24 HOUR NOTICE REQUIRED FOR INSPECTIONS.**
- ✓ **A permit must be taken out before work is started and this office must be notified when work is completed.**
- ✓ **Any changes in plans or specifications Must be approved by mechanical inspector.**

February 23, 2010