

**MECHANICAL PERMIT APPLICATION**

**FOR INSPECTIONS CALL DEL BEDFORD (989) 737-9108 WHEN WORK IS IN PROGRESS OR IMMEDIATELY AFTER INSTALLATION**



**TITTABAWASSEE TOWNSHIP**  
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Parcel ID \_\_\_\_\_  
 Permit # \_\_\_\_\_  
 Date Issued: \_\_\_\_\_

Authority: 1972 PA 230 Completion: Mandatory to obtain permit Penalty: Permit can not be issued

**Job Location**

Name of Owner/Agent	Has a building permit been obtained for this project? Yes No Not required
Street Address & Job Location (Street No. and Name)	GPS

**Contractor/Homeowner Information (Indicate Applicant)**

Contractor	Homeowner	Name of applicant		Email	
Master		Contractor License Number	Expiration Date	Phone	Text Enabled
Address (Street No. and Name)			City	State	Zip Code
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**

<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"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> LP Tank	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)

**IV. Plan Review Required**

**Plans must be submitted with this application and the appropriate fee before a permit can be issued, except as listed below.**

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

- 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 3,500 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 below "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.

**Plan Not Required**

**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 signature indicates compliance with Section VI Homeowner Affidavit)	Date
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**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 State 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 Clarifications

ITEM #3, RESIDENTIAL HEATING SYSTEM: This item is used for the installation of a heating system in a new residential structure. Items #10; Gas Piping and #18; Duct, SHOULD NOT BE charged. Replacement systems should be itemized.

ITEM #5, RESIDENTIAL BOILER: A residential boiler must be installed by a licensed boiler installer.

ITEMS #15 AND #17, TANKS: A homeowner must own tank to install. If homeowner does not own tank, a license mechanical contractor must install tank.

VIII. Fee Chart – Enter the number of items being installed, multiply by the unit price for total fee.

Required*	COUNT / FEET	FEE	SUBTOTAL
1 STARTING WORK WITHOUT A PERMIT			
2 APPLICATION FEE – Non-refundable *			
3 Addition to existing permit – specify permit #			
4 Residential Heating System (Includes duct & pipe) New Building Only (see Section VII)			
5 Gas Oil Burning Equipment (furnace & or gas burning generator) New and or Conversion Units			
6 Residential Boiler (see Section VII)			
7 Water Heater			
8 Flue Vent Damper			
9 Solid Fuel Equip. (includes chimney) <input type="checkbox"/> Gas Burning Fireplace			
10 Chimney, Factor built – Installed separately			
11 Solar; set of 3 panels (includes piping)			
12 Gas Piping; each opening – new installation (Residential)			
13 Air Conditioning (includes split system)			
14 Heat Pumps; Complete Residential			
15 Bath & Kitchen exhaust			
<b>Tanks</b>			
16 Aboveground (see Section VII)			
17 LP Tank Connection			
18 Underground (see Section VII)			
19 LP Tank Connection (see Section VII)			
20 Humidifiers			
21 Piping – \$ 0.05 ft (minimum \$25.00) In Floor Heating      Process piping			
22 Ducting – \$ 0.10 ft (minimum \$25.00)			
23 Heat Pumps; Commercial (pipe not included)			
<b>Air Handlers / Heat Wheels</b>			
26 Under 10,000 CFM			
27 Over 10,000 CFM			
28 Commercial Hoods			
29 Heat Recovery Units			
30 V.A.V. Boxes			
31 Unit Ventilators			
32 Unit Heaters (Terminal Units)			
33 Fire Suppression Protection – \$ 0.75 per head (minimum \$ 20.00)			
34 Evaporator Coils			
35 Refrigeration (Split System)			
36 Chiller			
37 Cooling Towers			
38 Compressor			
39 Special Safety Insp. (includes cert. fee)			
40 Additional Inspection			
41 Final Inspection			
42 Registration Fee ( Required once per calendar year starting with applications after January 1st.)			
TOTAL			

IX. 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 State 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 (i.e. at least 24hrs). The inspector will need the **job location** and **permit number**.

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 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.**