

MECHANICAL PERMIT APPLICATION

**Carrollton Township
1645 Mapleridge
Saginaw, MI 48604
(989) 754-4611**

Permit #

AUTHORITY: P.A. 230 OF 1972, AS AMENDED
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?	
Street Address & Job Location (Street No. and Name)	Township	County

II. CONTRACTOR/HOMEOWNER INFORMATION

<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	Name	License #	Expiration Date
Address (Street No. and Name)		City	State
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, 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 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.

Plans 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's 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 State Mechanical Inspector. I will cooperate with the State Mechanical Inspector and assume the responsibility to arrange for necessary inspections.

Complete Application on Back Side

VII. Fee Clarifications

<p>ITEM #2; RESIDENTIAL HEATING SYSTEM: This item is used for the installation of a heating system in a new residential structure. Items #12; Gas Piping and #20; Duct, SHOULD NOT BE charged. Replacement systems should be itemized.</p> <p>ITEM #5; RESIDENTIAL BOILER: A residential boiler must be installed by a licensed boiler installer.</p> <p>ITEM #16 AND #17; TANKS: A homeowner must own tank to install. If homeowner does not own tank, a licensed mechanical contractor must install tank.</p>

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

	FEE	# ITEMS	TOTAL		FEE	#ITEMS	TOTAL
1 Application Fee (non-refundable)	\$50.00	1	\$50.00	20 Duct - minimum \$25.00	\$.10/ft		
2 All New Residential Heating Systems	\$50.00			21 Heat Pumps; Commercial	\$25.00		
3 Furnace Replacement	\$30.00			*pipe not included*			
4 Gas/Oil Burning Equipment (furnace) New/Conversion Units	\$30.00			Air Handlers/heat wheels			
5 Residential Boiler	\$30.00			22 Under 10,000 CFM	\$20.00		
6 Gas Log	\$30.00			23 Over 10,000CFM	\$60.00		
7 Flue/Vent Damper	\$10.00			24 Commercial Hoods/Suppression	\$50.00		
8 Solid Fuel Equip.(includes chimney)	\$30.00			25 Heat Recovery Units	\$10.00		
9 Gas Burning Fireplace	\$30.00			26 V.A.V. Boxes	\$10.00		
10 Chimney, Factory built - installed separately	\$30.00			27 Unit Ventilators	\$10.00		
11 Water Heater	\$20.00			28 Unit Heaters (Terminal Units)	\$15.00		
12 Gas Piping; each opening - new installation	\$15.00			29 Evaporator Coils	\$30.00		
13 Air conditioning (includes split systems)	\$50.00			30 Refrigeration (Split System)	\$30.00		
14 Heat Pumps; Complete Residential	\$30.00			31 Chiller	\$30.00		
15 Bath, Kitchen, Dryer Exhaust	\$10.00			32 Cooling Towers	\$ 30.00		
16 Above ground - Tanks	\$20.00			33 Compressor	\$ 30.00		
17 Underground - Tanks	\$25.00			34 Commercial Heat Pump	\$ 20.00		
18 Humidifiers	\$10.00			35 Special/Safety Insp./items not (includes cert. Fee) listed	\$ 50.00		
19 Piping minimum - \$25.00 <input type="checkbox"/> Process piping	\$.10/ft			36 Additional Inspection Fee	\$50.00		
				37 Final Inspection	\$50.00	1	\$50.00
				38 Plan Review Fee (per hour)	\$75.00		
				39 Additions to existing permit	\$20.00		

*****Make Checks Payable to Carrollton Township*****

Total Fees _____

IX. INSTRUCTIONS FOR COMPLETING APPLICATION

<p>GENERAL: Mechanical work shall not be started until the application for permit has been filed with the Bureau of Construction Codes. 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. The inspector will need the job location and permit number.</p> <p>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.</p> <p>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 RE-INSTATED.</p>

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.

*****There will be a \$50.00 re-inspection fee for any necessary corrections.*****

Scott Steinke, Mechanical Inspector
Phone: (989)781-6973
Fax: (989)781-2978