

MECHANICAL PERMIT APPLICATION

Permit # _____

Thomas Township
Mechanical Inspector
Scott Steinke
989-781-6973

Thomas Township
249 N. Miller Road
Saginaw, MI 48609
989-781-0150

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Authority: 1972 PA 230 Completion: Mandatory to obtain permit Penalty: Permit cannot be issued
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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 AND JOB LOCATION (Street Number and Name)	NAME OF CITY, VILLAGE OR TOWNSHIP 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 APPLICAN IS <input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	NAME	LICENSE NUMBER	EXPIRATION DATE	
ADDRESS (Street Number 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"/> Service Only	<input type="checkbox"/> Premanufactured Home Setup (State Approved)	<input type="checkbox"/> State Owned
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> School

IV. Plan Review Required

<p>Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.</p> <p>Plans are not required for the following:</p> <ol style="list-style-type: none"> 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 the 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. <p>If work being performed is described above, check box below "Plans Not Required."</p> <p>What is the building size in square feet? _____</p> <p>What is the input rating of the heating system in this building? _____</p> <p>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.</p> <p>Plan Review Submission No. _____ <input type="checkbox"/> Plans Not Required Other</p>

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 CONTRACTOR OR HOMEOWNER (Homeowner 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 State Mechanical Inspector. I will cooperate with the State Mechanical Inspector and assume the responsibility to arrange for necessary inspections.
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VII. Fee Clarification

Item #2, Residential Heating System: This item is used for the installation of a heating system in a new residential structure . Item #10 Gas Piping and #18 Ducts SHOULD NOT BE Charged. Replacement systems should be itemized.
Item #14 and #15, Tanks: A homeowner must own tank to install. If homeowner does not own tank, a licensed mechanical contractor must install tank.

VII. 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)	\$40.00	1	\$40.00	18. Duct - minimum \$25.00	\$.05/ft.		
2. Residential Heating Systems (Includes duct & pipe) New Building Only*	\$30.00			19. Heat Pumps; commercial (pipe not included)	\$20.00		
3. Gas/Oil Burning Equipment (furnace) New and/or Conversion Units	\$30.00			Air Handlers/Heat Wheels			
4. Residential Boiler**	\$30.00			20. Under 10,000 CFM	\$10.00		
5. Water Heater	\$10.00			21. Over 10,000 CFM	\$10.00		
6. Flue/Vent Damper	\$5.00 each			22. Commercial Hoods	\$10.00		
7. Solid Fuel Equipment (includes chimney)	\$10.00			23. Heat Recovery Units	\$10.00		
37. Gas Burning Fireplace	\$10.00			24. V.A.V Boxes	\$5.00		
8. Chimney, Factory built (installed separately)	\$10.00			25. Unit Ventilators	\$5.00		
9. Solar; set of 3 panels (includes piping)	\$10.00			26. Unit Heaters (terminal units)	\$10.00		
10. Gas Piping; each opening – new installation (residential)	\$5.00			27. Fire Suppression/Protection - minimum \$30.00	\$.80 Per head		
11. Air Conditioning (includes split systems)	\$15.00			28. Evaporator Coils	\$5.00		
12. Heat Pumps (complete residential)	\$30.00			29. Refrigeration (Split system)	\$5.00		
13. Bath & Kitchen exhaust	\$5.00 each			30. Chiller	\$5.00		
Tanks				31. Cooling Towers	\$10.00		
14. Aboveground ***	\$30.00			32. Compressor	\$5.00		
38. Aboveground Connection	\$30.00			Inspections			
15. Underground ***	\$30.00			33. Special/Safety inspection (Includes Cert. Fee)	\$25.00		
39. Underground Connection	\$25.00			34. Additional Inspection	\$25.00		
16. Humidifiers	\$5.00			35. Final Inspection	\$30.00		
Piping Systems - minimum \$25.00				36. Certification Fee	\$25.00		
17. Piping	\$.05/ft.						
40. Process piping - minimum \$25.00	\$.05/ft.						

Total Fee (Must include the \$40.00 Non-refundable application Fee)

*See VII. Fee Clarification, Item #2 on front
**See VII. Fee Clarification, Item #14 and #15 on front

Make checks payable to "Thomas Township"

IX. Instructions for Completing Application

General: Mechanical work shall not be started until the application for permit has been filled with the Bureau of Construction Codes & Fire Safety. All installations shall be in conformance with the Michigan Mechanical Code. No work shall be concealed until it has been inspected. The telephone number for the inspector will be provided as much advance notice as possible. 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 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.

Where to Submit Application: The Bureau of Construction Codes is responsible for code enforcement in units of government throughout the state which have no local program and for all state owned buildings. Permit applications for state issued permits should be sent to the address on the front of this application. If you are not sure whether a state permit or a local permit is appropriate, contact our office or your local building inspector. Questions regarding state issued permits may be directed to the Office of Management Services, Permit Section at 517-241-9313. Code questions may be directed to the Electrical Division at 5174-241-9325.

Validation Area

LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.