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Mechanical Permit Application
Mecosta Township Building Department
 19729 11 Mile Road Big Rapids, MI 49307
 Phone 231-796-8935 Ext. 1 Fax 231-796-9185

Authority: P.A. 230 of 1972 as amended
 Completion: Mandatory to obtain permit
 Penalty: Permit cannot be issued

I. 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)	City/Village	Township	County

II. Contractor/Homeowner Information

Contractor Homeowner	Name	License Number	Expiration Date
Address(Street No. and name)		City	State
Telephone Number ()	Cell Number	Federal Employer ID Number (Or reason for exemption)	
Workers Compensation Insurance Carrier (Or reason for exemption)		MESC Employer Number (Or reason for exemption)	

II. Type of Job

Single Family	New	Special Inspection	Pre-manufactured Home Setup (State Approved)	State Owned
Other	Alteration	LP Tank	Manufactured Home Setup (HUD Mobile Home)	School

IV. Plan Review Required

See below for plan review requirements before completing this section. Plans and specifications must be submitted for one-and two-family dwellings when the input rating of the building heating/cooling system exceeds 375,000 Btu's.

What is the building size in square footage? _____

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

Have plans been submitted? Yes No Not required

Plans are required for all building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to Act No. 299 of the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal, except:

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.

Plans must be Submitted Before A Permit Can Be Issues.

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 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 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 Clarifications

Item #2, 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.

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

		Fee	# of items	Total		Fee	# of items	Total
1	Application Fee (Non –Refundable)	\$50.00	1	\$50.00	18	Piping-Minimum \$25.00	.05/FT	
2	Residential Heating System (Includes Duct & Pipe)	\$50.00			19	Duct- Minimum \$25.00	.10/FT	
3	Gas/Oil Burning Equipment – New and/or conversion units	\$30.00			20	Heat Pumps, Commercial (Pipe Not Included)	\$20.00	
4	Residential Boiler	\$30.00				Air Handlers/Heat Wheels		
5	Water Heater	\$5.00			21	Under 10,000 CFM	\$20.00	
6	Flue/Vent Damper/Gas Dryer Vent	\$5.00			22	Over 10,000 CFM	\$60.00	
7	Solid Fuel Equip. (Includes Chimney)	\$30.00			23	Commercial Hoods	\$15.00	
8	Gas Burning Fireplace	\$30.00			24	Heat Recover Units/V.A.V Boxes/Unit Ventilators	\$10.00/E A	
9	Chimney, Factory Built – Installed Separately	\$25.00			25	Unit Heaters (Terminal Units)	\$15.00	
10	Solar Set of 3 panels (Including Piping)	\$20.00			26	Fire Suppression/Protection – Minimum \$20	.75/HD	
11	Gas Piping; Each Opening – new Installation	\$5.00			27	Evaporator Coils	\$30.00	
12	Residential A/C	\$30.00			28	Refrigeration (Split System)	\$30.00	
13	Heat Pumps; Complete Residential	\$30.00			29	Chiller/Cooling Towers/Compressor	\$30.00/E A	
14	Bath & Kitchen Exhaust	\$5.00/EA			30	Special/Safety Insp. (Includes Cert. Fee)	\$45.00	
	Tanks	\$10.00			31	Any Additional Inspection (I.E. Re-inspection, Underground, Rough-In)	\$40.00	
15	Aboveground	\$20.00			32	Final Inspection	\$50.00	1 \$50.00
16	Underground	\$25.00			33	Certification Fee	\$10.00	
17	Humidifiers	\$10.00			34	Fee For Work Started Without A Permit	\$100.00	
						Total		

Make checks payable to
 Mecosta Township, 19729 11 Mile Rd., Big Rapids, MI 49307

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 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: 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.

The Department will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, handicap or political beliefs.