

Mechanical Permit Application

Charter Township of Clayton

2011 S. Morrish Road

Swartz Creek, MI 48473

PH (810)635-4433 FAX (810)635-4526

Permit #: _____

Date: _____

Authority: 1972 PA 230
 Completion: Installation Shall Not Be Started Until Application Filed
 Penalty: Written Order To Stop Work and/or Administrative Fees

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	Homeowners Phone Number	
Street Address & Job Location (Street No. and Name)	City/Village	Township	County

II. Contractor/Homeowner Information

<input type="checkbox"/> Contractor	Name	License Number	Expiration Date
<input type="checkbox"/> Homeowner			
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"/> LP Tank	<input type="checkbox"/> Premanufactured Home Set-Up: State App'd	<input type="checkbox"/> State Owned
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Set-Up: HUD Mobile Home	<input type="checkbox"/> School

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 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 being 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 Submission Number: _____ PLANS NOT REQUIRED

V. Applicant Signature

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL125.1523A, 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 (<u>Homeowner signature indicates compliance with Section VI. Homeowner Affidavit</u>)	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 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.

ITEM #4, RESIDENTIAL BOILER:

A residential boiler must be installed by a licensed boiler installer.

ITEMS #14 AND #15, TANKS:

A homeowner must own tank to install. If the homeowner does not own the tank, a licensed mechanical contractor must install the tank.

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

	FEE	# ITEMS	TOTAL
1. Application Fee (non-refundable)	60.00	1	\$60.00
2. Residential Heating System (includes duct & pipe) <i>New Building ONLY (see VII)</i>	50.00		
3. Gas/Oil Burning Equipment (Furnace) New and/or Conversion Units	30.00		
4. Residential Boiler (see VII)	30.00		
5. Water Heater	5.00		
6. Flue/Vent Damper	5.00		
7. Solid Fuel Equipment (includes chimney) <input type="checkbox"/> 38. Gas Burning Fireplace	30.00		
8. Chimney; Factory built- installed separately	25.00		
9. Solar; set of 3 panels (includes piping)	20.00		
10. Gas Piping; each opening- New installation (Residential)	5.00		
11. Air Conditioning (Includes split systems)	30.00		
12. Heat Pumps; Complete Residential	30.00		
13. Bath & Kitchen Exhaust	5.00		
Tanks- <input type="checkbox"/> -14. Aboveground (see section VII) <input type="checkbox"/> -39. LP Tank Connection	20.00		
<input type="checkbox"/> -15. Underground (see section VII) <input type="checkbox"/> -40. LP Tank Connection	25.00		
16. Humidifier	10.00		
17. Piping- minimum \$25.00 <input type="checkbox"/> 41. Process piping	.05/ft.		

	FEE	# ITEM
18. Duct- minimum \$25.00	.10/ft	
19. Heat Pumps; Commercial (pipe not included)	20.00	
Air Handlers/Heat Wheels 20. Under 10,000 CFM	20.00	
21. Over 10,000CFM	60.00	
22. Commercial Hoods	15.00	
23. Heat Recovery Units	10.00	
24. V.A.V. Boxes	10.00	
25. Unit Ventilators	10.00	
26. Unit Heaters (Terminal units)	15.00	
27. Fire Suppression /Protection minimum \$20.00	.75/per head	
28. Evaporator Coils	30.00	
29. Refrigeration (split system)	30.00	
30. Chiller	30.00	
31. Cooling Towers	30.00	
32. Compressor	30.00	
33. Special/Safety Inspection (includes certification fee)	50.00	
34. Additional Inspection	50.00	
35. Final Inspection	50.00	
36. Certification Fee	15.00	
37. Commercial Roof Top	60.00	

Total Fees Due:

**Please make checks payable to
"Clayton Township"**

IX. Instructions for Completing Application

GENERAL: Mechanical work shall not be started until the application for the 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 please provide at least 24 hours notice. The inspector will need the job location and permit number. EXPIRATION OF A 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 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.**

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