

## MECHANICAL PERMIT APPLICATION

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 obtained for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> None required	
Street Address & Job Location (Street No. and Name)	City / Township	County

### II. CONTRACTOR / HOME OWNER INFORMATION

<input type="checkbox"/> Contractor <input type="checkbox"/> Home Owner	Name	State License Number	Expiration Date
Address (Street No. and Name)		City	State      Zip
Telephone Number	Social Security Number	Federal Employee ID Number	
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"/> State Owned
<input type="checkbox"/> Other <input type="checkbox"/> Alteration	<input type="checkbox"/> LP Tank <input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> 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 for the building heating/cooling system exceeds 375,000Btu'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

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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, merchantile, 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 ISSUED.

### V. APPLICANT SIGNATURE

Section 23a of the state construction code act of 1972, Act No. 230 of the Public Acts of 1972, being section 125.1523a of the Michigan Compiled Laws, 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 residential structure. Violators of section 23a are subject to civil fines.

Signature of Licensee or Homeowner (Homeowner's signature indicates compliance with Section VI Homeowner Affidavit)	Date	Date of Birth
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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 Cottrellville Township Mechanical Inspector. I will cooperate with the Cottrellville Township Mechanical Inspector and assume the responsibility to arrange for necessary inspections.

**COMPLETE APPLICATION ON BACK SIDE**

**MECHANICAL PERMIT APPLICATION  
FEE CHART**

	FEE	# ITEMS	TOTAL
Air Conditioner	\$30.00		
Bath & Kitchen Exhaust	\$5.00		
Boiler (Contractor Only)	\$25.00		
Chimney (factory built-installed separately)	\$25.00		
Clothes Dryer	\$5.00		
Dampers (Flue/Vent)	\$5.00		
Duct Work (\$.10ft) Min.	\$25.00		
Gas/Oil Burning Equip.	\$30.00		
Gas Piping (each opening)	\$5.00		
Humidifier	\$10.00		
L.P.G./Fuel Tank	\$20.00		
Pre-Manufactured Homes	\$35.00		
Process Piping (\$.05 ft.) min	\$25.00		
Range	\$15.00		
Residential Heating System (includes duct & pipe)	\$50.00		
Solid Fuel Equipment/Gas Fireplace (includes chimney)	\$30.00		
Water Heater	\$5.00		
Air Handlers/Heat Wheels Under 10,000 CFM	\$20.00		
Over 10,000 CFM	\$60.00		

	FEE	# ITEMS	TOTAL
Chiller	\$30.00		
Commercial Hoods	\$5.00		
Compressor	\$30.00		
Cooling Towers	\$30.00		
Evaporator Coils	\$30.00		
Fire Suppression (\$.75 per head) Min.	\$5.00		
Heat Pump - Commercial (pipe not included)	\$25.00		
Heat Recovery Unit	\$10.00		
Solar (Set of 3 Panels - includes piping)	\$20.00		
Refrigeration Unit	\$30.00		
Unit Heaters (Terminal Units)	\$5.00		
Unit Ventilators	\$10.00		
V.A.V. Boxes	\$10.00		
Application Fee	<del>\$50.00</del>		
Underground Inspection	\$40.00		
Inspection - Each	\$40.00		
Contractor Registration (for current licensing cycling)	<del>\$25.00</del>		

**TOTAL FEES:**

Make checks payable to:  
**Cottrellville Township**

**INSTRUCTIONS FOR COMPLETING APPLICATION**

**GENERAL:** Mechanical work shall not be started until the application for permit has been filed with the Cottrellville Township Building Department. All installations shall be in conformance with the State Electrical Code. **NO WORK SHALL BE CONCEALED UNTIL IT HAS BEEN INSPECTED.**

The name of the inspector and the telephone number will be provided on the permit form. 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.**

**WHERE TO SUBMIT APPLICATION:** Submit all applications to the **COTTRELLVILLE TOWNSHIP BUILDING DEPARTMENT.**

**FOR OFFICE USE ONLY**

Reviewed and Approved by \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Cottrellville Township Mechanical Inspector

COMMENTS: