

COTTRELLVILLE TOWNSHIP

7008 Marsh Rd
Cottrellville, MI 48039

(810) 765-4730
FAX (810) 765-2203

MECHANICAL PERMIT APPLICATION

**AUTHORITY: PA.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 to 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

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 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
---	------	---------------

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		FEE	# ITEMS	TOTAL
APPLICATION FEE	\$50.00						
AIR CONDITIONER	\$30.00			CHILLER	\$30.00		
BATH & KITCHEN EXHAUST	\$5.00			COMMERCIAL HOODS	\$15.00		
BOILER	\$30.00			COMPRESSOR	\$30.00		
CHIMNEY (factory build-installed seperately)	\$25.00			COOLING TOWERS	\$30.00		
CLOTHES DRYER	\$5.00			EVAPORATOR COILS	\$30.00		
DAMPER (Flue/Vent)	\$5.00			FIRE SUPPRESSION (\$.75 PER HEAD) MIN	\$20.00		
DUCT WORK (\$.10FT) MINIMUM	\$25.00			HEAT PUMP-COMMERCIAL (PIPE NOT INCLUDED)	\$40.00		
GAS/PIL BURNING EQUIPMENT	\$30.00			HEAT RECOVERY UNIT	\$10.00		
GAS PIPING (each opening)	\$5.00			SOLAR (SET OF 3 PANELS INCLUDES PIPING)	\$20.00		
GENERATOR GAS LINE	\$45.00			REFRIGERATION UNIT	\$30.00		
HUMIDIFIER	\$10.00			UNIT HEATERS (TERMINAL UNITS)	\$15.00		
L.P.G./FUEL TANK	\$20.00			UNIT VENTILATORS	\$10.00		
PRE-MANUFACTURED HOME	\$35.00			V.A.V. BOXES	\$10.00		
PROCESS PIPING (\$.05 FT.) MINIMUM	\$25.00						
RANGE	\$15.00			UNDERGROUND INSPECTION	\$50.00		
RESIDENTIAL HEATING SYSTEM (includes duct & pipe)	\$50.00			PLAN REVIEW 25% OF PERMIT	\$0.00		
SOLID FUEL EQUIPMENT/GAS FIREPLACE (includes chimney)	\$30.00			INSPECTION EACH	\$50.00		
WATER HEATER	\$5.00						
AIR HANDLERS/HEAT WHEELS UNDER 10,000 CFM	\$20.00						
OVER 10,000 CFM	\$60.00			CONTRACTOR REG ANNUAL	\$25.00		

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