

MECHANICAL APPLICATION/PERMIT

Last date Modified: 9-24-09
 Make checks payable to: Gladwin Co. Construction Codes Dept.
 All items shall be filled out – Please complete and return

Property Number:

Authority: 1972 PA 230
Completion: Mandatory to obtain permit
Penalty: Permit can not be issued

I. Job Location

Street Address & Job Location		Has a Building Permit Been Obtained for this Project? Yes <input type="checkbox"/> Bldg. Permit # _____ No <input type="checkbox"/> Not required <input type="checkbox"/>	
Name of Owner/Agent	Job located in: <input type="checkbox"/> City <input type="checkbox"/> Township of: _____ Section #: _____	Subdivision	Block/Lot

II. Contractor/Homeowner Information

Indicate Who the Applicant is: <input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	Name	Contractor License No.	
	Boiler License No. Classifications	Classifications	Expiration Date
Address (Street No. and Name)		City	State Zip
Telephone Number (include area code)	Cell Fax	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"/> Other	<input type="checkbox"/> New <input type="checkbox"/> Alteration	<input type="checkbox"/> LP Tank <input type="checkbox"/> Special Inspection	<input type="checkbox"/> Premanufactured Home Setup (State approved) <input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> State owned <input type="checkbox"/> School
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IV. Plan Review Required

<p>Plans must be submitted with a Mechanical Permit Application and the appropriate fee 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"> One and two-family dwellings when the total building heating/cooling system input rating is 375,000 Btu's or less. Alterations and repair work determined by the mechanical official to be of a minor nature. Business, mercantile and storage buildings having HVAC equipment only, with one fire area and not more than 3,500 square feet. Work completed by a governmental subdivision or state agency costing less than \$15,000.00. <p>If work being performed is described above, check line below "PLANS NOT REQUIRED."</p> <p>What is the building size in square footage? _____ 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>INPUT RATING of Combined Heating/Cooling in Btu's _____ <input type="checkbox"/> PLANS NOT REQUIRED</p>	<p align="center">JOB QUESTIONS</p> <p>Estimated Date of Completion <input type="checkbox"/> 2, <input type="checkbox"/> 6 or <input type="checkbox"/> 12 months</p> <p>Multi Unit Res: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p align="center">RESIDENCE</p> <p><input type="checkbox"/> Site Built <input type="checkbox"/> HUD <input type="checkbox"/> State code <input type="checkbox"/> Replace <input type="checkbox"/> Add <input type="checkbox"/> Remodel</p> <p align="center">COMMERCIAL</p> <p><input type="checkbox"/> New Bldg <input type="checkbox"/> Add <input type="checkbox"/> Remodel</p> <p>Yes or No <input type="checkbox"/> <input type="checkbox"/> 2 sets of Mechanical Plans enclosed for review</p>
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V. Applicant Signature

<p>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 structure. Violators of Section 23a are subjected to civil fines.</p>		
SIGNATURE OF LICENSEE OR HOMEOWNER (Homeowner's signature indicates compliance with Section VI. Homeowner Affidavit)	PRINT NAME OF SIGNEE-->	Date
SIGNATURE-->		

VI. Homeowner Affidavit

<p>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 in operation until it has been inspected and approved by a Gladwin County Mechanical Inspector. I will cooperate with the Mechanical Inspector and assume the responsibility to arrange for necessary inspections.</p>

Complete Application on Page Two

VII. Fee Clarification

GLADWIN COUNTY MECHANICAL FEES

Item #2, Residential Heating System: This item is used for the installation of a heating system in a **new residential structure**. Item #11 - Gas piping and #25 - Duct, **SHOULD NOT BE** charged. Replacement systems should be itemized.

Items #16 and #18, Tanks: A homeowner must own tank to install. If homeowner does not own tank, a licensed mechanical contractor must install tank.

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) (fee includes one inspection)	\$75.00	1	\$75.00	Piping Systems - minimum \$25.00			
2. Residential Heating System (includes duct and pipe) NEW BUILDING ONLY *	\$50.00			20. Piping	\$.05 / ft.		
3. Gas/Oil Burning Equipment (furnace) New and/or Conversion Unit	\$30.00			21. Process Piping	\$.05 / ft.		
4. Residential Boiler	\$30.00			22. Heat Pumps; Commercial (pipe not included)	\$20.00		
5. Water Heater	\$ 5.00			Air Handlers/Heat Wheels			
6. Flue/Vent Damper	\$ 5.00			23. Under 10,000 CFM	\$20.00		
7. Solid Fuel Equip. (includes chimney)	\$30.00			24. Over 10,000 CFM	\$60.00		
8. Gas Burning Fireplace	\$30.00			25. Duct System - minimum \$25.00 Add to existing -minimum \$ 5.00	\$.10 / ft		
9. Chimney, Factory built (installed separately)	\$25.00			26. Commercial Hoods	\$15.00.		
10. Solar; set of 3 panels (includes piping)	\$20.00			27. Heat Recovery Units	\$10.00		
11. Gas piping; each opening - new installation (residential)	\$ 5.00			28. V.A.V. Boxes	\$10.00		
12. Air Conditioning (includes split systems)	\$30.00			29. Unit Ventilators	\$10.00.		
13. Heat Pumps (complete residential)	\$30.00			30. Unit Heaters (terminal units)	\$15.00		
14. Bath & Kitchen exhaust	\$ 5.00			31. Fire Suppression/Protection minimum \$20.00	\$.75 per head		
15. Humidifiers	\$10.00			32. Evaporator Coils	\$30.00		
Tanks				33. Refrigeration (split system)	\$30.00		
16. Aboveground **	\$20.00			34. Chiller	\$30.00		
17. Aboveground Connection	\$20.00			35. Cooling Towers	\$30.00		
18. Underground **	\$25.00			36. Compressor	\$30.00		
19. Underground Connection	\$25.00			37. Certification Fee	\$20.00		
Brief description of work being done:				Inspections			
				38. Special/Safety Insp. (includes certification fee)	\$50.00		
				39. Additional Inspection	\$50.00		
				40. Final Inspection	\$50.00		
				41. Plan review fee, from plan review table			
				42. Mail fee - If application is processed by mail, add \$5.00			
				TOTAL FEE (Must include the \$75.00 non-refundable application fee)			
				Make checks payable to "Gladwin County Construction Codes Dept."			

* See VII. Fee Clarification, Item #2 above
 ** See VII. Fee Clarification, Item # 16 and 18 above

IX. Instructions for Completing Application

General: Mechanical work shall not be started until the application for permit has been filed with the Gladwin County Construction Codes Department. All installations shall be in conformance with the Michigan Mechanical Code. **No work shall be concealed until it has been inspected.** The telephone number of the Mechanical Dept./inspector will be provided on the permit form. When ready for an inspection, call the office providing as much advance notice as possible. Have the township, address & property owner's name when scheduling.

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 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.**

The Gladwin County Construction Codes Department. will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability or political beliefs. If you need help reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.