

GLADWIN COUNTY MECHANICAL DEPARTMENT

A Division of Gladwin County Construction Codes Dept.
 Gladwin County Annex Building, 555 W. Cedar Ave. Suite C
 Gladwin, MI 48624 (989) 426-5931 FAX (989) 426-6919

Permit Number _____

Issued _____ Int. _____

Permit Fee _____ CA _____ CK _____

INSPECTIONS ARE DONE ON TUESDAYS AND THURSDAYS

This permit allows for _____ Inspections

PLEASE RETURN COMPLETED FORM

MECHANICAL APPLICATION/PERMIT

**MAKE CHECKS PAYABLE TO
 Gladwin Co. Construction Codes Dept.**

Property Number: _____

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

I JOB LOCATION

Address		Has a Building Permit been Obtained for this Project? Permit # _____ Not required <input type="checkbox"/>	
Owner	Job located in: <input type="checkbox"/> City <input type="checkbox"/> Township of _____ Section # _____	Subdivision	Block/Lot

II Contractor/Homeowner Information

Applicant is: <input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	Name	Contractor License No.	
	Boiler License No.	Classifications	Expiration
Address		City	State Zip
Phone 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)	
APPLICANT'S EMAIL:			

III Type of Job/Plan Review Required

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> LP Tank	<input type="checkbox"/> Premanufactured Home Setup (State approved)	<input type="checkbox"/> State owner
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> School

Plans must be submitted with a Mechanical Permit Application and the appropriate fee before a permit can be issued, except as listed below.
Plans are not required for the following:

- 1 & 2 family dwellings when the total heating/cooling system input rating is 375K BTU or less.
- Alteration and repair work determined by the mechanical official to be of a minor nature.
- Business, mercantile and storage buildings having HVAC equipment only with 1 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.

If work being performed is described above, check **"PLANS NOT REQUIRED"** below
 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 architect's or engineer's seal and signature.
 PLANS NOT REQUIRED

JOB QUESTIONS

Please circle Applicable Estimated Completion
 2 mo. 6 mo. 12 mo.

Multi-Unit Residence?
 Yes No

RESIDENTIAL
 Site Built HUD State Code
 Replace Addition Remodel

COMMERCIAL
 New Addition Remodel

2 sets of Mechanical Plans enclosed for review?
 Yes No

IV Applicants Signature and Homeowners Affidavit

Section 23a of the state construction code act of 1972, 1972 PA230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of the state relating to persons who are to perform work on a residential structure. Violators of Section 23a are subjected to civil fines.

I hereby certify the mechanical work described in 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

CONTRACTOR OR HOMEOWNER SIGNATURE (Homeowner's signature indicates compliance with Homeowners Affidavit) SIGNATURE: _____	DATE _____
PRINT: _____	

GLADWIN COUNTY MECHANICAL FEES

V Fee Clarification

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 & #18, Tanks: A homeowner must own tank to install, if not, a licensed mechanical contractor must install tank

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

Item	Fee	# of Items	Total	Item	Fee	# of Items	Total
1 Non-refundable Application fee Includes one (1) inspection	\$75.00	1	\$75.00	20 Piping Systems – minimum \$25.00 Piping & Process Piping	\$.05/ft.		
2 Residential Heating System Includes duct and pipe NEW BUILDING ONLY *	\$50.00			21 Heat Pumps; commercial Pipe not included	\$20.00		
3 Gas/Oil Burning Equipment New and/or Conversion Unit (FURNACE)	\$30.00			Air Handlers/Heat Wheels 22 Under 10,000CFM 23 Over 10,000 CFM	\$20.00 \$25.00		
4 Residential Boiler	\$30.00			24 Duct system–Minimum \$25.00 Add to existing–Minimum 5.00	\$.10/ft.		
5 Water Heater	\$ 5.00			25 Commercial Hoods	\$15.00		
6 Flue/Vent Damper	\$ 5.00			26 Heat Recovery Units	\$10.00		
7 Solid Fuel Equip. includes chimney	\$30.00			27 V.A.V. Boxes	\$10.00		
8 Gas Burning Fireplace	\$30.00			28 Unit Ventilators	\$10.00		
9 Factory Built Chimney Installed separately	\$25.00			29 Unit Heaters Terminal Units	\$15.00		
10 Solar; set of 3 panels Includes piping	\$20.00			30 Fire Suppression/Protection Minimum \$20.00	\$.75 Per head		
11 Gas Piping; each opening New Installation	\$ 5.00			31 Evaporator Coils	\$30.00		
12 Air Conditioning Includes split systems	\$30.00			32 Refrigeration Split system	\$30.00		
13 Heat Pumps – Complete residential	\$30.00			33 Chiller	\$30.00		
14 Bath & Kitchen exhaust	\$ 5.00			34 Cooling Towers	\$30.00		
15 Humidifiers	\$10.00			35 Compressor	\$30.00		
Tanks				Inspections			
16 Aboveground**	\$20.00			36 Special Inspection	\$50.00		
17 Aboveground Connection	\$20.00			37 Safety Inspection	\$50.00		
18 Underground**	\$25.00			38 Additional Inspection	\$50.00		
19 Underground Connection	\$25.00			39 Final Inspection	\$50.00		
Brief description of work being done:				40 Plan review fee From Plan Review table	\$50.00		
				TOTAL FEE must include \$75.00 NON-REFUNDABLE BASE FEE			
				*See V – Fee Clarification. Item #2 **See V – Fee Clarification. Item #16 & #18			

VII 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.** When ready for an inspection, call the office number provided on the permit with as much advance notice as possible. Please have the property owner's name and township when scheduling.

Expiration of Permit: A permit remains valid if work is progressing, and inspections are requested and conducted. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS HAVE BEEN DONE ONE (1) YEAR AFTER OBTAINING THE PERMIT OR IF NO INSPECTIONS HAVE BEEN DONE AFTER SIX (6) MONTHS OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED OR REINSTATED.**