

Shelby Township Building Department
 52700 Van Dyke, Shelby Township, MI 48316 Phone: (586) 731-5969 Fax: (586) 803-2099
 building@shelbytwp.org

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| Authority: 1972 PA 230 Penalty: Failure to provide information may result in denial of your request. |
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Mechanical Permit Application

I. PROJECT LOCATION

| | | | |
|---------------------|---|-------|-------------|
| Street Address | Has a building permit been obtained for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required | | |
| Name of Owner/Agent | Phone # | Lot # | Subdivision |

II. APPLICANT INFORMATION

| | | | | |
|--|----------------------------|----------|---|---------------|
| Company Name of Affiliated Existing Licensee (if applicable) | | | Phone | |
| <input type="checkbox"/> Licensee | Licensee or Homeowner Name | | Cell Phone | |
| <input type="checkbox"/> Homeowner | | | Email | |
| Address | | | Facsimile | |
| City | State | Zip Code | Drivers License # | Date of Birth |
| Contractor License # | Expiration Date | | Federal Employer ID # (or reason for exemption) | |
| Workers Comp. Insurance Carrier (or reason for exemption) | | | UIA # (or reason for exemption) | |

III. PROJECT DESCRIPTION

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| Project Use <input type="checkbox"/> Single Family <input type="checkbox"/> Multi-family <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other _____ |
| Describe Project in Detail |

IV. PLAN REVIEW REQUIREMENTS

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| <p>Required plans shall be submitted prior to the issuance of a permit, 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>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>What is the rating of the service or feeder in ampere? _____ What is the building size in square footage? _____</p> <p>Indicate if plans are being submitted along with this application</p> <p align="center">Yes No Not required Submitted with building permit application</p> |
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V. APPLICANT SIGNATURE

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|--|------|
| I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent, and we agree to conform to all applicable laws of the Charter Township of Shelby and the State of Michigan. All information submitted on this application is accurate to the best of my knowledge. | |
| 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 building or a residential structure. Violators of Section 23a are subject to civil fines. | |
| Signature of Licensee or Homeowner (Homeowner signature indicates compliance with Section VI. Homeowner Affidavit) | Date |

VI. HOMEOWNER AFFIDAVIT

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| 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 responsibility to arrange for necessary inspections. |
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COMPLETE REMAINING SECTIONS ON BACK SIDE OF APPLICATION

Shelby Township Building Department

Mechanical Permit Application

VII. PROJECT FEE ITEMS - Enter the quantity of items being installed, repaired or altered below.

****Note: A minimum permit fee of \$40 is required (not including registration)****

| ITEM DESCRIPTION | FEE | # | Total |
|--|---|----------|-------------|
| Registration | \$15 | | |
| Permit Base Fee | \$25 | 1 | \$25 |
| Gas/Oil Fired Equipment (check type) <input type="checkbox"/> Furnace <input type="checkbox"/> Boiler <input type="checkbox"/> Unit heater <input type="checkbox"/> Water Heater non-residential <input type="checkbox"/> Make-up air unit <input type="checkbox"/> Air handler <input type="checkbox"/> Infrared unit <input type="checkbox"/> Swimming pool boiler/heater <input type="checkbox"/> Other _____ | Up to 100,000 BTU \$25 100,000 to 400,000 BTU \$30 Over 400,000 BTU \$35 | | |
| Solid Fuel Equipment – woodstoves, fireplace stoves, etc. | \$25 | | |
| Prefabricated Fireplace (gas) | \$25 | | |
| Chimneys (Factory built – Class A) | \$25 | | |
| Residential Water Heater | \$15 | | |
| Gas Piping (each opening) | \$6 | | |
| Bathroom, Dryer and Kitchen Exhaust (less than 1,500 CFM) - Each | \$6 | | |
| Exhaust Fans (1,500 CFM or more) - Each | \$30 | | |
| Residential Ductwork New (per unit for multi-family) | \$25 | | |
| | Addition/Alteration | \$20 | |
| Electronic Air Cleaner | \$15 | | |
| Gas Logs | \$6 | | |
| Humidifiers | \$15 | | |

| ITEM DESCRIPTION | FEE | # | Total |
|--|---|------|-------|
| Flue Liners | \$15 | | |
| Radiant Heat | \$25 | | |
| Solar Equipment (each panel – includes piping) | Residential | \$20 | |
| | Non-residential | \$25 | |
| Air Conditioning, Heat Pumps, and Refrigeration (Condensing unit) | Less than 15 H.P. | \$25 | |
| | 15 H.P. to 50 H.P. | \$35 | |
| | Over 50 H.P. | \$60 | |
| Chiller | \$80 | | |
| Cooling Towers | \$35 | | |
| V.A.V Boxes | \$10 | | |
| Tanks | <u>Above ground</u> 275 gallons or less | \$15 | |
| | Over 275 gallons | \$25 | |
| | <u>Underground</u> 550 gallons or less | \$20 | |
| | Over 550 gallons | \$30 | |
| Fire Suppression/Protection System Bid Price \$ _____ | See Fee Schedule | | |
| Insulation Bid Price \$ _____ | See Fee Schedule | | |
| Piping Bid Price \$ _____ | See Fee Schedule | | |
| Ducts (non-resid.) Bid Price \$ _____ | See Fee Schedule | | |
| Incinerators | \$15 | | |
| Crematories | \$30 | | |
| Other _____ | | | |
| Total Fee (Must meet a min. permit fee of \$40) | | | |

VIII. NOTICE TO APPLICANT

GENERAL: Mechanical work shall not be undertaken until a mechanical permit is issued. All installations shall be in conformance with the Mechanical Code. **No work shall be concealed until it has been inspected.**

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.**