

ST. CLAIR TOWNSHIP1539 S. BARTLETT ROAD, ST. CLAIR, MI 48079
810-329-9042, FAX 810-329-1198 FAXwww.stclairtp.orgAuthority: 1972 PA 230
Completion: Mandatory to obtain permit
Penalty: Permit cannot be issued**Mechanical Permit Application****I. Job Location**

Name of Owner/Agent		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NOT REQUIRED	
Street Address & Job Location (street number & name)	City, State, Zip Code	County:	

II. Contractor/Homeowner Information

Applicant Type: Contractor <input type="checkbox"/> Homeowner <input type="checkbox"/>	Name /Contractor of Record	Company Name	License Number	Expiration Date
--	----------------------------	--------------	----------------	-----------------

Address (Street # & Name)	City	State	Zip Code
Telephone Number (Include Area Code)	Federal Employee ID Number (or reason for exemption)		
Workers Compensation Insurance Carrier (or reason for exemption)	MESOC Employer Number (or reason for exemption)		

III. Type of Job

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 <input type="checkbox"/>

IV. Plan Review Required

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

Plans are not required for the following:

- One & two-family dwellings when the total building heating/cooling system input rating is 375,000 BTU's or less
- Alteration & 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 sq. feet.
- Work completed by a governmental subdivision or state agency costing less than \$15,000.00

If work being performed is described above, check box below stating "Plans Not Required"

What is the building size 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 that architect's or engineer's seal & signature.Plan Review Submission No. _____ PLANS NOT REQUIRED **V. Applicant Signature****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 person who are to perform work on a residential building or residential structure. Violators of Section 23a are subject to civil fines.**

Signature of Contractor/Homeowner (homeowners signature indicates compliance with Section VI. Homeowner Affidavit)	Date
--	------

VI. Homeowner AffidavitI 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 Mechanical Inspector. I will cooperate with the Mechanical Inspector and assume the responsibility to arrange for necessary inspections.**Please Complete Application on Back Side**

VII. Fee Clarification

Item #2 – Residential Heating System: This item is used for the installation of a heating system in a **new residential structure**. Item #10 Gas Piping & #18 Duct **SHOULD NOT BE** charged. Replacement Systems should be itemized. **Items #14 & #15 – 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	#	TOTAL		FEE	#	TOTAL
1. Application Fee (mandatory, non refundable)	\$75.00	1	\$75.00	18. Duct - Minimum fee \$25.00	\$0.10		
2. Residential Heating System (Includes Duct & Pipe) New Building Only*	\$50.00			19. Heat Pumps; Commercial (pipe not included)	\$20.00		
3. Gas/Oil Burning Equipment (Furnace) New and/or Conversion Units	\$30.00			Air Handlers/Heat Wheels			
4. Residential Boiler	\$30.00			20. Under 10,000 CFM	\$20.00		
5. Water Heater	\$5.00			21. Over 10,000 CFM	\$60.00		
6. Flue/Vent Damper	\$5.00			22. Commercial Hoods	\$15.00		
7. Solid Fuel Equip. (includes chimney)	\$30.00			23. Heat Recovery Units	\$10.00		
37. Gas Burning Fireplace	\$30.00			24. V.A.V. Boxes	\$10.00		
8. Chimney, Factory Built (installed separately)	\$25.00			25. Unit Ventilators	\$10.00		
9. Solar; set of 3 panels (includes pipes)	\$20.00			26. Units Heaters (terminal units)	\$15.00		
10. Gas Piping; each opening - new installation (residential)	\$5.00			27. Fire Suppression/Protection Minimum Fee	\$0.75 /head		
11. Air Conditioning (includes split systems)	\$30.00			28. Evaporator Coils	\$30.00		
12. Heat Pumps (complete residential)	\$30.00			29. Refrigeration (split system)	\$30.00		
13. Bath & Kitchen Exhaust	\$5.00			30. Chiller	\$30.00		
TANKS				31. Cooling Towers	\$30.00		
14. Aboveground ***	\$20.00			32. Compressor	\$30.00		
38. Aboveground Connection	\$20.00			Inspections			
15. Underground***	\$25.00			33. Special/Safety Inspection (includes cert. fee)	\$75.00		
39. Underground Connection	\$25.00			34. Additional Inspection	\$75.00		
16. Humidifiers	\$10.00			35. Final Inspection (Mandatory)	\$75.00	1	\$75.00
PIPING - Minimum fee \$25.00				36. Certification Fee	\$25.00		
17. Piping	\$.05 ft						
40. Process Piping	\$.05 ft						

*See VII. Fee Clarification Item #2 on front

***See VIII. Fee Clarification Item #14 & 15 on front

TOTAL FEES

(Must include all mandatory fees)

Make Checks Payable to: St. Clair Township

IX. INSTRUCTION FOR COMPLETING APPLICATION

GENERAL: Mechanical work shall not be started until the application for permit has been filed with St. Clair Township. All installations shall be in conformance with the State Mechanical Code. **No work shall be concealed until it has been inspected.** When ready for inspection, please call the Township with permit number & job location.

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 suspended or abandoned for a period of six months after the time of commencing the work. **A PERMIT WILL BE CANDELLED 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.**

St. Clair Township will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, handicap or political benefits.