This document has been designed to complete online, print, SIGN, and mail to the bureau with all associated fees. This form IS NOT designed to be submitted electronically.

MECHANICAL PERMIT APPLICATION

Caledonia Charter Township
135 North State Road
Owosso, MI 48867
Ph: 989/743-5300
Fx: 989/743-6705

Print Clear

(Continue to back page and complete before printing this document)

AUTHORITY: 1972 PA 230
COMPLETION: MANDATORY TO OBTAIN PERMIT
PENALTY: PERMIT CAN NOT BE ISSUED

I. JOB LOCATION

Name of Owner/Agent	Phone Number	Has a building permit been obtained for this project? ☐ Yes ☐ No ☐ Not required		
Street Address & Job Location (Street No. and Name)		City/Village	Township	County

II. CONTRACTOR/HOMEOWNER INFORMATION

☐ Contractor ☐ Homeowner	Name	License Number	Expiration Date
Address (Street No. and Name)		City	State	Zip Code
Telephone Number ( )	Social Security Number	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

☐ **Single Family**	☐ New	☐ Special Inspection	☐ Premanufactured Home Setup (State Approved)	☐ **State Owned**
☐ **Other**	☐ Alteration	☐ LP Tank	☐ Manufactured Home Setup (HUD Mobile Home)	☐ **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 of the building heating/cooling system exceeds 375,000 Btu'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 that $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, 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 subjected to civil fines.

Signature of Licensee or Homeowner **(Homeowner's signature indicates compliance with Section VI Homeowner Affidavit)**	Date

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 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.

COMPLETE APPLICATION ON BACK SIDE

VII. FEE CLARIFICATIONS

ITEM #2, RESIDENTIAL HEATING SYSTEM:
This item is used for the installation of a heating system in a new residential structure. Items #10; Gas Piping and #18; Duct, **SHOULD NOT BE** charged. Replacement systems should be itemized.

VIII. FEE CHART -Enter the number of items being installed, multiply by the unit price for total fee.

	FEE	# ITEMS	TOTAL
1. Application Fee **(non-refundable)**	$50.00	***1***	***$50.00***
2. Residential Heating System (includes duct & pipe)	$60.00		
3. Gas/Oil Burning Equipment - New and/or Conversion Units	$40.00		
4. Residential Boiler	$40.00		
5. Water Heater	$10.00		
6. Flue/Vent Damper	$10.00		
7. Solid Fuel Equip. (includes chimney) ☐ Gas Burning Fireplace	$50.00		
8. Chimney, Factory built - installed separately	$30.00		
9. Solar; set of 3 panels (includes piping)	$40.00		
10. Gas Piping; each opening - new installation	$8.00		
11. Air Conditioning (includes split systems)	$50.00		
12. Heat Pumps;Complete Residential	$40.00		
13. Bath & Kitchen exhaust	$8.00		
Tanks -14. Aboveground	$30.00		
- 15. Underground	$40.00		
16. Humidifiers	$15.00		
17. Piping - minimum $30.00	$. 05 / ft.		

	FEE	# ITEMS	TOTAL
18. Duct - minimum $30.00	$ .10/ft.		
19. Heat Pumps; Commercial (pipe not included)	$30.00		
Air Handlers/Heat Wheels 20. Under 10,000 CFM	$25.00		
21. Over 10,000 CFM	$70.00		
22. Commercial Hoods	$20.00		
23. Heat Recovery Units	$15.00		
24. V.A.V. Boxes	$12.00		
25. Unit Ventilators	$12.00		
26. Unit Heaters (Terminal Units)	$20.00		
27. Fire Suppression/Protection - minimum $40.00	$ .75 per head		
28. Evaporator Coils	$35.00		
29. Refrigeration (Split System)	$35.00		
30. Chiller	$35.00		
31. Cooling Towers	$35.00		
32. Compressor	$35.00		
33. Special/Safety Insp. (includes cert. fee)	$60.00		
34. Additional Inspection	$60.00		
35. Final Inspection	$60.00		
36. Certification Fee	$60.00		

Make checks payable to "CALEDONIA TOWNSHIP"

TOTAL FEES

IX. INSTRUCTIONS FOR COMPLETING APPLICATION

GENERAL: Mechanical work shall not be started until the application for permit has been filed with Caledonia Township. All installations shall be in conformance with the State Mechanical Code. **No work shall be concealed until it has been inspected.**

The telephone number for the inspector 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.**