

MECHANICAL PERMIT APPLICATION

Last date Modified: 12-07-09
 Checks payable to: BENZIE COUNTY MECHANICAL DEPT.
 All items shall be filled out – Please complete and return a copy

Property Number: 10 -

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

I. Job Location

Name of Owner/Agent, Street address & Job location		Has a Building Permit Been Obtained for this Project? ___Yes ___No ___Not required	
Job located in: ___City ___Village ___Township OF:		Subdivision	Lot

II. Contractor/Homeowner Information

Indicate Who the Applicant is: ___ Contractor ___ Homeowner	Name	Contractor License No.	
		Classifications	Expiration Date
	Boiler License No.	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

___ Single Family ___ Other	___ New ___ Alteration	___ LP Tank ___ Special Inspection	___ Premanufactured Home Setup (State approved) ___ Manufactured Home Setup (HUD Mobile Home)	___ State owned ___ School
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IV. Plan Review Required

<p>Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can 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 dwelling 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 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 may Not be Required."</p> <p>What is the building size in square footage? _____</p> <p>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. Also for Ventilation & Heat in a pool area.</p> <p>INPUT RATING of Combined Heating/Cooling in Btu's _____</p> <p>PLANS NOT REQUIRED</p>	<p>JOB QUESTIONS</p> <p>Estimated Date of Completion ___2, ___6 or ___12 months</p> <p>Multi Unit Res: ___Yes ___No</p> <p>RESIDENCE ___ Site Built ___ HUD ___Statecode ___ Replace ___ Add ___ Remod</p> <p>COMMERCIAL ___ New Bldg ___ Add ___ Remod Yes or No ___ ___ 2 sets of Mechanical Plans enclosed for review</p> <p>EXCEPTIONS -Gov't work less than \$15,000 -Residence less than 3500 sq. ft. -Use Group B,M & S-2 having HVAC equipment only, 1 hour fire area and less than 3500 sq. ft -Fire Suppression Systems</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 signature indicates compliance with Section VI. Homeowner Affidavit) SIGNATURE-->	PRINT NAME OF SIGNEE-->	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 Michigan Mechanical Code and **shall not be enclosed, covered up or put in operation** until it has been **inspected** and **approved** by a Benzie County Mechanical Inspector. I will cooperate with the Mechanical Inspector and assume the responsibility to arrange for necessary inspections.

VII. Fee Clarification

Item #2, Residential heating System: This item is used for the installation of a heating system in a New residential structure . Items #22; Gas piping and #20; Duct, SHOULD NOT BE charged. Replacement systems should be itemized.
Item #4 and 8, Boiler: A residential boiler (5 units or less) may be installed by #1 mech. license holder, commercial must be installed by a licensed boiler installer.
Item #6, Chimney: Installed separately, reline existing
Items #25 and #26, Tanks: A homeowner must own tank to install. If homeowner does not own tank, a licensed mechanical contractor must install tank.

VIII. Fee Chart

	FEE	# OF ITEMS	TOTAL		FEE	# OF ITEMS	TOTAL
1. Application Fee (non-refundable)	\$50.00	1	\$50.00	15. Flue/Vent Damper	\$5.00		
2. Residential Heating System (includes duct and pipe) NEW BUILDING ONLY *	\$75.00			16. Unit Heaters (includes chimney) A. On site power generation – (includes piping)	\$20.00		
3. Equipment replace (furnace/heat pump, water heater, ect.) New and/or Conversion Units, (Res/Boiler*) **	\$30.00			17. Heat Pumps; Commercial (pipe/duct not included)	\$20.00		
4. Residential Boiler System,(boiler, processed piping,gas pipe,chimney)*	\$70.00			Air Handlers/Heat Wheels 18. Under 10,000 CFM	\$20.00		
5. A/C (coil, condenser &/or split)	\$35.00			19. Over 10,000 CFM	\$75.00		
6. Chimney/Vent, Factory built *	\$15.00			20. Duct System -minimum \$30.00 Add to existing -minimum \$ 5.00	\$.10/ft		
7. Factory Built Fireplace or Stove (chimney or vent, gas pipe, combustion air)(All fuels)	\$35.00			21. Commercial Hoods & Plan review	\$50.00ea.		
8. Furnace, Boiler; Commercial* Outdoor heating unit/coil	\$35.00			22. Gas piping (Per opening) New installation - Residential	\$5.00		
9. Manufactured Home Installation (Only Gas pipe & Dryer vent)	\$30.00			Piping Systems 23. Piping - minimum \$25.00	\$. 05/ft		
10. Humidifiers (Requires permit and plumber to install water line)	\$10.00			24. Process Piping	\$. 05/ft		
11. Bath, Kitchen Exhaust and Dryer Vent, Attic fan	\$5.00			Tanks 25. Aboveground *	\$15.00		
12. Heat Pump System (New-includes Duct) Residential	\$70.00			26. Underground *	\$20.00		
13. Solar; set of 3 panels (includes piping)	\$25.00			27. Heat Recovery Units	\$15.00		
14. Water heater (includes gas pipe)	\$10.00			28. Unit Ventilators / Heaters	\$15.00		
				29. Variable Air Volume Boxes	\$15.00		
				30. Chillers, Cooling Towers, Compressors	\$50.00		
				31. Refrigeration (split system)	\$30.00		
				32. Evaporator Coils	\$30.00		
				33. Fixed Unit Coolers & Freezers	\$50.00		
				34. Fire Suppression/ protection -minimum \$30.00	\$. 75per head		
				Inspections			
				35. Special/Safety Insp. (includes Certification fee)	\$50.00		
				36. Final & or Additional inspections	\$50.00		
				37. Plan review fee, from plan review table			
				TOTAL FEE (Must include the \$50.00 non-refundable application fee/includes inspection)			

* See VII. Fee Clarification

** Write name of equipment being replaced/installed below:

IX. Instructions for Completing Application

General: Mechanical work shall not be started until the application for permit has been filed with the Benzie County Building Safety and Code Enforcement Department. All installations shall be in conformance with the Michigan Mechanical Code. **No work shall be concealed until it has been inspected.** The Mechanical inspector is in the office each morning from **8 am until 9:30 am Monday thru Friday**, to answer questions.

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 Benzie County Building Safety and Code Enforcement Dept. 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.