

MECHANICAL PERMIT APPLICATION

Bertrand Township
3835 Buffalo Road
Buchanan, MI 49107

For Inspection Call: Ken Jewell (269) 287-0425
www.BertrandTownship.com Township Office: (269)695-5001
Township Fax: (269)695-4205

Permit Number: \_\_\_\_\_

M 2006 M

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

I. Job Location

Form with fields: NAME OF OWNER/AGENT, HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT?, STREET ADDRESS AND JOB LOCATION, NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH JOB IS LOCATED, COUNTY.

II. Contractor / Homeowner Information

Form with fields: INDICATE WHO THE APPLICANT IS, NAME / CONTRACTOR OF RECORD, COMPANY NAME, LICENSE NUMBER, EXPIRATION DATE, ADDRESS, CITY, STATE, ZIP CODE, TELEPHONE NUMBER, E-Mail, FEDERAL EMPLOYER ID NUMBER, WORKERS COMPENSATION INSURANCE CARRIER, MESC EMPLOYER NUMBER.

III. Type of Job

Form with checkboxes for: Single Family, Other, New, Alteration, Special Inspection, LP Tank, Premanufactured Home Setup, Manufactured Home Setup, State Owned, School.

IV. Plan Review Required

Text block containing instructions: Plans must be submitted with an Application for Plan Examination... Plans are not required for the following... Plans are required for all other building types... Plan Review Submission No. Plans Not Required

V. Applicant Signature

Text block: Section 23a of the state construction code act of 1972... SIGNATURE OF CONTRACTOR OR HOMEOWNER, DATE

VI. Homeowner Affidavit

Text block: I hereby certify the mechanical work described on this permit application shall be installed by myself in my own home...

Complete Application on Back Side

VII. Fee Clarification

Text block: Item #2, Residential Heating System: This item is used for the installation of a heating system in a new residential structure. Item #4, Residential Boiler: A residential boiler must be installed by a licensed boiler installer. Items #14 and #15, Tanks: A homeowner must own tank to install.

	Fee	# Items	Total
1. Application Fee ( <b>non-refundable</b> )	\$75.00	<b>1</b>	<b>\$75.00</b>
2. Residential Heating System (includes duct & pipe) <b>New Building Only*</b>	\$50.00		
3. Gas/Oil Burning Equipment (furnace) New and/or Conversion Units	\$30.00		
4. Residential Boiler**	\$30.00		
5. Water Heater	\$5.00		
6. Flue/Vent Damper	\$5.00		
7. Solid Fuel Equip. (includes chimney)	\$30.00		
37. Gas Burning Fireplace	\$30.00		
8. Chimney, factory built (installed separately)	\$25.00		
9. Solar; set of 3 panels (includes piping)	\$20.00		
10. Gas Piping; each opening - new installation (residential)	\$5.00		
11. Air Conditioning (includes split systems)	\$30.00		
12. Heat Pumps (complete residential)	\$30.00		
13. Bath & Kitchen Exhaust	\$5.00		
<b>Tanks</b>			
14. Aboveground***	\$20.00		
38. Aboveground Connection	\$20.00		
15. Underground***	\$25.00		
39. Underground Connection	\$25.00		
16. Humidifiers	\$10.00		
<b>Piping - minimum fee \$25.00</b>			
17. Piping	\$.05 / ft		
40. Process piping	\$.05 / ft		

	Fee	# Items	Total
18. Duct - minimum fee \$25.00	\$.10 / ft		
19. Heat Pumps; Commercial (pipe not included)	\$20.00		
<b>Air Handlers/Heat Wheels</b>			
20. Under 10,000 CFM	\$20.00		
21. Over 10,000 CFM	\$60.00		
22. Commercial Hoods	\$15.00		
23. Heat Recovery Units	\$10.00		
24. V.A.V. Boxes	\$10.00		
25. Unit Ventilators	\$10.00		
26. Unit Heaters (terminal units)	\$15.00		
27. Fire Suppression/Protection - minimum fee \$20.00	\$.75 / head		
28. Evaporator Coils	\$30.00		
29. Refrigeration (split system)	\$30.00		
30. Chiller	\$30.00		
31. Cooling Towers	\$30.00		
32. Compressor	\$30.00		
<b>Inspections</b>			
33. Special/Safety Insp. (includes cert. fee)	\$50.00		
34. Additional Inspection	\$50.00		
35. Final Inspection	\$75.00	<b>1</b>	<b>\$75.00</b>
36. Certification Fee	\$20.00		

**Total Fee** (Must include the \$75.00 non-refundable application fee and final inspection fee)

**Make checks payable to "Bertrand Township"**

**IX. Instructions for Completing Application**

**General:** Mechanical work shall not be started until the application for permit has been filed. All installations shall be in conformance with the Michigan 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 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED OR REINSTATED.**

Bertrand Township 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 with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.

**VALIDATION AREA**