MECHANICAL PERMIT APPLICATION

Aurelius Township
1939 South Aurelius Road
Mason MI 48854
Phone 517-628-2093

Permit #_____
Parcel #_____
Date_____
Approved by _____

I. OWNER'S NAME

Name	Has a building permit been obtained for this project?		
	☐ Yes	☐ No	☐ Not required
Address	Phone		

II. CONTRACTOR/HOMEOWNER INFORMATION

☐ Contractor ☐ Homeowner		State license number		Expiration Date
Address		City	State	Zip
Phone #	Fax #	Federal Employer ID Number (or reason for exemption)		
Cell Phone #		Email Address		
Workers Compensation Insurance Carrier (or reason for exemption)		MESC Employer Number (or reason for exemption)		

III. TYPE OF JOB

☐ Single Family	☐ New	☐ LP Tank	☐ Pre-manufactured Home Setup (State Approved)
☐ Other	☐ Alteration		☐ Manufactured Home Setup (HUD Mobile Home)

DESCRIPTION OF PROJECT:

IV. PLAN REVIEW REQUIRED

See Section VII 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

V. APPLICANT SIGNATURE

Section 23a of the state construction code act of 1972, Act No. 230 of the Public Acts of 1972, being section 125.1523a of the Michigan Compiled Laws, 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'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 Township Mechanical Inspector. I will cooperate with the Inspector and assume the responsibility to arrange for necessary inspections.

VII. PLAN REVIEW REQUIREMENTS

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. 229 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 than $15,000.00

PLANS MUST BE SUBMITTED BEFORE A PERMIT CAN BE ISSUED.

VIII. FEE CLARIFICATIONS

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 and # 18; Duct, **SHOULD NOT BE** charged. Replacement systems should be itemized.

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

	FEE	# ITEMS	TOTAL
1. Application Fee (includes one inspection)	$125.00	1	$125.00
2. Residential Heating System (includes duct & pipe)	$50.00		
3. Gas/Oil burning equipment 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 equipment (includes chimney) ☐ 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	$5.00		
11. Air conditioning (includes split systems)	$30.00		
12. Heat pumps; Complete residential	$30.00		
13. Bath & Kitchen exhaust	$5.00		
Tanks – 14. Aboveground	$20.00		
- 15. Underground	$25.00		
16. Humidifiers	$10.00		
17. Piping - minimum $25.00	$.05/ft		
18. Process Piping Pressure Test (includes boiler/gas/ Refrigeration)	$30.00		

	FEE	# ITEMS	TOTAL
19. Duct - minimum $25.00	$.10ft		
20. Heat pumps; Commercial (pipe not included)	$20.00		
Air handlers/heat wheels 21. Under 10,000 CFM	$20.00		
22. Over 10,000 CFM	60.00		
23. Commercial hoods	$15.00		
24. Heat recovery units	$10.00		
25. V.A.V. boxes	$10.00		
26. Unit ventilators	$10.00		
27. Unit heaters (Terminal units)	$15.00		
28. Fire suppression/protection -minimum $ 20.00	$.75 per head		
29. Evaporator coils	$30.00		
30. Refrigeration (Split system)	$30.00		
31. Chiller	$30.00		
32. Cooling towers	$30.00		
33. Compressor	$30.00		
34. Special/Safety Inspection	$45.00		
35. Final/Additional Inspection	$50.00		
TOTAL FEES			

MAKE CHECKS PAYABLE TO: AURELIUS TOWNSHIP

X. INSTRUCTIONS FOR COMPLETING APPLICATION

GENERAL: Mechanical work shall not be started until the application for permit has been filed with Aurelius Township. All installation shall be in conformance with the Mechanical Code. No work shall be concealed until it has been inspected. When ready for an inspection, call the Township Office 517-628-2093 providing as much advance notice as possible. The Township inspector will need the 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 CANCELED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELED PERMITS CANNOT BE REINSTATED.

SUBMIT APPLICATION TO: Aurelius Township, 1939 South Aurelius Road, Mason, MI 48854

CALL THE AURELIUS TOWNSHIP OFFICE FOR MECHANICAL INSPECTION 517-628-2093
A $50 FEE WILL BE CHARGED FOR REQUESTED INSPECTIONS THAT CANNOT BE COMPLETED.