

# MECHANICAL PERMIT APPLICATION

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## I. JOB LOCATION

DATE \_\_\_\_\_

NAME OF OWNER/AGENT \_\_\_\_\_

HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT?

YES

NO

NOT REQUIRED

STREET ADDRESS & JOB LOCATION (STREET AND NUMBER)

CITY

TOWNSHIP

ZIP CODE

## II. CONTRACTOR/HOMEOWNER INFORMATION

NAME \_\_\_\_\_ LICENSE NUMBER \_\_\_\_\_ CLASSIFICATION \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE NUMBER/JOB SITE # \_\_\_\_\_ FAX NUMBER \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

FEDERAL EMPLOYER ID NUMBER \_\_\_\_\_ WORKERS COMP NUMBER \_\_\_\_\_ MESG EMPLOYER NUMBER \_\_\_\_\_

## III. TYPE OF JOB

ONE FAMILY  NEW  SPECIAL INSPECTION  PREMANUFACTURED HOMES SETUP (STATE APPROVED)  STATE OWNED

ALTERATION  L.P. TANK  MANUFACTURED HOME SETUP (HUD) MOBILE HOME  SCHOOL  OTHER \_\_\_\_\_

## 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:

1. One and two family dwelling when the total building heating/cooling system input rating is 375,00 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 3500 square feet
4. Work completed by a government subdivision or state agency costing less than \$15,000.00.

**If work being performed is described above, check line below "Plans not required".**

What is the building size in square footage? \_\_\_\_\_ What is the input rating of the heating system? \_\_\_\_\_

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 top 1980 PA29 and shall bear the architect's or engineer's seal and signature.  **Plans Not Required**

## V. APPLICANT SIGNATURE

Section 23a of the State Construction Code Act of 1972, 1972 PA2230, CL125.1523A, 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.

SIGNATURE \_\_\_\_\_ 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 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.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**Complete application on reverse side**

# MECHANICAL PERMIT APPLICATION

## VII. FEE CLARIFICATIONS

### ITEM #2, RESIDENTIAL HEATING SYSTEMS:

The item issued for the installation of a heating system in a new residential structure. Item #10: Gas Piping to furnace only 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		FEE	ITEMS	TOTAL
1. Application Fee	\$50.00	1	\$50.00	Heat pump - Commercial (pipe no included)	\$20.00		
2. Residential Htg. System, (includes duct & pipe) See VII above	\$50.00			Air Handlers - Heat Wheels 20. Under 10,000cfm 21. Over 10,000cfm	\$21.00 \$63.00		
3. Gas/Oil Equip. New/or Conversion	\$40.00			22. Commercial Hoods Includes Make Up Air	\$60.00		
4. Residential Boiler	\$40.00			23. Heat Recovery units	\$11.00		
5. Water Heater	\$10.00			24. V.A.V. Boxes	\$11.00		
6. Flue/Vent damper	\$10.00			25. Unit Ventilators	\$11.00		
7. Solid Fuel Equip. & Chimney/ direct vent fireplace	\$50.00			26. Unit Heaters Terminal Units Water or Steam	\$16.00		
8. Chimney, Factory built, installed separately	\$26.00			27. Fire Suppression/protection Minimum \$50.00	\$.75 per head		
9. Solar 3 panels Hot Water Air	\$21.00			28. Evaporator Coils	\$32.00		
10. Gas piping, each opening. Min.. \$15	\$5.00			29. Refrigeration (split system)	\$32.00		
11. Air Conditioning	\$40.00			30. Chiller	\$32.00		
12. Heat Pumps Compl. Residential Includes Duct Work	\$50.00			31. Cooling Towers 32. Compressor	\$32.00 \$32.00		
13. Bath/Kitchen fan Laundry Exhaust - \$15 min.	\$5. ea.			33. Special/safety/Presale Inspections	\$65.00		
14. Tanks, above ground	\$21.00			34. Additional or Underground Inspection	\$65.00		
15. Underground	\$26.00						
16. Humidifiers	\$11.00			35. Final Inspection	\$65.00		
17. Piping - minimum \$30	.05/ft.			36. Certification Fee	\$11.00		
18. Duct - minimum \$30	.11/ft.			37. Plan Review - \$50.00 hr. - minimum	\$50.00		

**MINIMUM PERMIT FEE \$100.00**

Work Before Permit \$150.00

Investigation \$50.00

**TOTAL FEES \$ \_\_\_\_\_**

## IX. INSTRUCTION FOR COMPLETING APPLICATIONS

**GENERAL:** Mechanical work shall not be started until the permit has been issued or other approval has been obtained. All installations shall be in conformance with the state Mechanical Code. No work shall be concealed until it has been inspected. When ready for an inspection, call the inspector providing as much advance notice as possible. The Inspector will need the Job Location & 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.

**WHERE TO SUBMIT APPLICATION:** Permit applications for township issued permits should be sent to the address listed on the front of this application. If you are not sure whether township permit is appropriate, contact your local inspector. Code questions may be directed to your local inspector.