

**Michigan Department of Licensing and Regulatory Affairs
Request for Declaratory Ruling**

May 20, 2022

To: Construction Code Commission
c/o Department of Licensing and Regulatory Affairs (LARA)
611 W. Ottawa
P.O. Box 30004
Lansing, MI 48909

APPLICANTS:

Michigan Air Conditioning Contractors Association (MIACCA) Ph: (866) 269-8486
602 W. Ionia
Lansing, MI 48933

Mr. Phil Forner Ph: (616) 299-0275
POB 296
Allendale, MI 49401
Mechanical License No. 7108404 / Residential Builders License No. 2101191518

STATEMENT OF FACTS:

- A) The Construction Code Commission (Commission) is within LARA but shall exercise its statutory functions independently of the director.
- B) As designated by the LARA Director, the Bureau of Construction Codes (Bureau) administers and enforces the Stille-DeRossett-Hale Single State Construction Code Act (SSCCA), 1972 PA 230, MCL 125.1501 *et al* and the state construction codes adopted thereunder throughout the state except in those government subdivision jurisdictions that have been approved by the Commission to assume from the LARA Director the responsibility of administration and enforcement of the SSCCA and the state construction codes within their political boundaries.
- C) MIACCA is a registered association of Michigan mechanical contractors whose contractor of record are licensed by the Bureau to perform work regulated by the state construction codes.
- D) Mr. Phil Forner (Licensee) is a licensed mechanical contractor and residential builder; which is regulated by the Bureau. The Licensee is also a member of MIACCA.

- E) The Licensee is the mechanical contractor of record for Allendale Heating Company Inc. and the licensed residential builder for the Allendale Heating Company Inc. residential builder company license. The Licensee could lose his licenses, be fined, and or jailed, if required state construction code permits are not obtained.
- F) The Licensee performs work that requires state construction code permits in numerous government subdivisions that were approved by the Commission to administer and enforce the state construction codes and parts of SSCCA within their jurisdiction. Those governmental subdivisions include the City of Grand Rapids, City of Muskegon, Newaygo County, Holland Township, and Polkton Township, along with other areas that are under the State of Michigan jurisdiction. A copy of the application for mechanical permit for each of the government subdivisions listed and others is attached hereto as Exhibit 1.
- G) Each of the attached applications for mechanical permit are different, some are one page long and others are two pages long, all using differing terminology to describe what covered work a state construction code permit is to be applied for.
- H) It costs the Licensee and other licensees time and money to figure out how to complete each different application for permit satisfactorily. When an application is not completed to the governmental subdivision's satisfaction, the application is returned; which not only delays the work required to be permitted but also costs additional time and money.
- I) The Licensee also performs work that requires permits in different governmental subdivisions that contract the same private organization to receive applications permit. Those applications are the same except for the governmental subdivision identity. It costs the Licensee less time and money when the same application is used for multiple jurisdictions along more uniform enforcement of the state construction codes.
- J) The Commission did not prescribe any of the attached applications for permit.
- K) On October 10, 2018, the Commission reviewed the request of MIACCA for a statewide application for mechanical permits. The Commission stated:

Following discussion, a MOTION was made by Vice Chairperson Misiewicz and SECONDED by Commissioner Danielak to table MIACCA's proposed Universal Michigan Mechanical Permit Application indefinitely. MOTION CARRIED

- L) The Commission when authorizing government subdivisions to administer and enforce the State of state construction codes and parts of the SSCCA in 2017, 2018, and 2019 did not prescribe the application for permit to be used by those governmental subdivisions. See attached Freedom of Information Act (FOIA), 1976 PA 442, MCL 15.231 et seq., denials made by LARA on February 27, 2020, Ref. Nos: R043696-021920, R043700-022020, and R043701-022020 (copies attached as Exhibit 2).
- M) Several former members of the Commission have indicated privately that given Executive Order 2017-3 and or lack of Bureau direction, they do not believe the Commission has the legal authority to prescribe the form on which an application for a state construction code permit is to be made.
- N) Prior to March 2020, the Commission had not prescribed any form on which an application for a state construction code permit is to be made.
- O) The Bureau published the Commission approved form for those governmental subdivisions desiring to administer and enforce the state construction codes and parts of the SSCCA, see: Application to Administer and Enforce, BCC-246 (Rev. 09/17).
- P) The LARA Director lacks the legal authority to direct the Commission to prescribe the form on which the application for a permit is submitted to an enforcing agency.
- Q) The LARA "Application to Administer and Enforce" [BCC-246 (Rev. 09/17)]¹ does not require a governmental subdivision to submit the application for permit(s).

LAWS / RULES / ORDERS:

- Michigan Administrative Rule R 338.81; and
- Administrative Procedures Act (APA) 1969 PA 306, MCL 24.201 *et al*; and
- Executive Order 2017-3; and

¹ LARA "Application to Administer and Enforce" [BCC-246 (Rev. 09/17)] is attached hereto as Exhibit 3.

- SSCCA, including but not limited to, MCL 125.1510(1); which states in relevant part:

Except as otherwise provided in the code, before construction of a building or structure, the owner, or the owner's builder, architect, engineer, or agent, shall submit an application in writing to the appropriate enforcing agency for a building permit. **The application shall be on a form prescribed by the commission** and shall be accompanied by payment of the fee established by the enforcing agency. The application shall contain a detailed statement in writing, verified by affidavit of the individual making it, of the specifications for the building or structure, and full and complete copies of the plans drawn to scale of the proposed work. ... (Emphasis added.)

- Additionally, MCL 125.1508b(1) plainly states that the director of LARA “is responsible for administration and enforcement of” the SSCCA “[e]xcept as otherwise provided in this section.” Furthermore, MCL 125.1503a(4) states that the Commission “is within the department but shall exercise its statutory functions independently of the director, except that budgeting, personnel, and procurement functions of the commission shall be performed under the direction and supervision of the director.”

ISSUE AND QUESTION PRESENTED:

The Commission before March 2020 has not prescribed the form on which applications for state construction code permits are to this day being required by enforcing agencies to be submitted. Does MCL 125.1510(1) require all applications for a state construction code permit to be on a form prescribed by the Commission?

ANALYSIS AND CONCLUSIONS:

The application form for a state construction code permit that is used by every enforcing agency, must be prescribed by the Commission.

The SSCCA and the construction codes promulgated thereunder apply throughout the state, MCL 125.1508(1). The Commission has all powers necessary or convenient to carry out and effectuate the purposes and provisions of the SSCCA, MCL 125.1505(1). Multiple government

subdivisions have assumed from the LARA Director the responsibility to administer and enforce the state construction codes and parts of the SSCCA as approved by the Commission pursuant to MCL 125.1508b. Like with the Commission provided form titled “Application to Administer and Enforce”, BCC-246 (Rev. 09/17), pursuant to MCL 125.1508b(6), the Commission is required to prescribe the form on which an application for a permit is to be made pursuant to MCL 125.1510(1). The Commission has the authority to promulgate an administrative rule that prescribes the form on which applications for state construction code permits are to be made, MCL 125.1506. Executive Order 2017-3 does not apply to the Commission or the Commission’s ability to prescribe the application form for permits.

The Commission on its form titled “Application to Administer and Enforce”, BCC-246 (Rev. 09/17), correctly notes that the government subdivision sets the fees for the permits pursuant to MCL 125.1510(1) and does not request that the applying government subdivision provide the Commission with its applications for permit.

Furthermore, under the current incorrect practice, each government subdivision must come up with its own application for permit, which typically requires review by their own legal department. Having the Commission prescribe the application forms to be used would then save them money by only requiring the government subdivision to fill in the dollar amount of the fee to be charged for the permit in accordance with MCL 125.1510(1).

Additionally, as noted on the attached applications for permits, there are some governmental subdivisions that list certain items for which an application for a permit is required while other governmental subdivisions omit those same items. Having the Commission prescribe all of the forms on which an application for a permit is submitted will also help ensuring more uniform enforcement of the state construction codes in every government subdivision.

Furthermore some governmental subdivisions have a sperate application for residential and commercial (see Marquette County forms).

The Licensee and other mechanical contractors, who are MIACCA members, continue to suffer loss of time and money by having to figure out how to satisfactorily complete the various

applications for a permit from the different governmental subdivisions whose forms were not prescribed by the Commission.

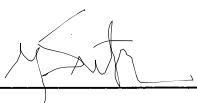
As demonstrate herein, the Commission is either not aware of its responsibility or unwilling to prescribe the form on which all applications for a permit are made in Michigan when the SSCCA and or the statewide construction codes are administered and enforced. The Commission provides its "Application to Administer and Enforce", BCC-246 (Rev. 09/17) form for a government subdivision desiring to administer and enforce the state construction codes, so there is no legitimate reason why the Commission cannot prescribe the form for which applications for state construction code permits. Having the Commission issue this declaratory ruling would help this Commission, future Commissions and LARA understand the statutory requirements.

THEREFORE given the above it is respectfully requested that the Commission, under the authority provided for in MCL 24.263 and Michigan Administrative Rule R 338.81, issue a declaratory ruling stating that all applications for a permit shall be on a form prescribed by the Commission.

CERTIFICATION:

The undersign hereby certifies the existence of the actual state of facts set forth and the submission of all relevant facts known thereby.

Date: 5-20-2022

Signature: 
M.J. D'Smith, MIACCA Executive Director

Date: 5/20/22


Signature: 
Phil Forner, Licensee

EXHIBIT 1

Mechanical Permit Application
Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
P.O. Box 30255, Lansing, MI 48909
517-241-9313
www.michigan.gov/bcc

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M 2013 M

Authority: 1972 PA 230 Penalty: Failure to provide information may result in denial of your request;.	LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.
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I. Project or Facility Information

NAME OF OWNER/AGENT/SCHOOL/STATE DEPT.		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT?	
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required	
STREET ADDRESS AND JOB LOCATION (Street Number and Name)	CITY	ZIP CODE	COUNTY
NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH JOB IS LOCATED			
<input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township OF:			

II. Applicant/Facility Contact Information

INDICATE APPLICANT <input type="checkbox"/> Licensee <input type="checkbox"/> Owner	NAME OF OWNER/LICENSEE	COMPANY NAME	LICENSE NUMBER	EXPIRATION DATE
ADDRESS (Street Number and Name)		CITY	STATE	ZIP CODE
TELEPHONE NUMBER (Include Area Code)		E-MAIL ADDRESS		
FEDERAL EMPLOYER ID NUMBER (or reason for exemption)				
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)		UIA NUMBER (or reason for exemption)		

III. Type of Job

<input type="checkbox"/> Single Family <input type="checkbox"/> Other	<input type="checkbox"/> New <input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection <input type="checkbox"/> Premanufactured Home Setup (State Approved) <input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> State Owned <input type="checkbox"/> School
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IV. Plan Review Information

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:

- One-and two-family dwellings 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 a 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.

If work being performed is described above, check box below **"Plans Not Required."**

What is the building size in square footage? _____

What is the input rating of the heating system in this building? _____

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.

BCC Plan Review Project No. _____ ☐ Plans Not Required

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 CONTRACTOR OR OWNER	DATE

VII. Fee Schedule

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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 need not be added. Replacement systems should be itemized.

	Fee	# of Items	Total		Fee	# of Items	Total
1. Application Fee (non-refundable)	\$75.00	1	\$75.00	43. Exhausters (commercial)	\$15.00		
2. Residential Heating System (includes duct & pipe) New Building Only*	\$50.00			18. Duct - minimim fee \$25.00	\$.10 /ft		
3. Gas/Oil Burning Equipment (furnance, roof top units, generators)	\$30.00			19. Heat Pumps; Commercial (pipe not included)	\$20.00		
4. Boiler	\$30.00			Air Handlers/Heat Wheels			
5. Water Heater (gas piping & venting-direct replacementment only)	\$5.00			20. Under 10,000 CFM	\$20.00		
6. Damper (control, back-draft, barometric or fire/smoke)	\$5.00			21. Over 10,000 CFM	\$60.00		
7. Solid Fuel Equipment (includes chimney)	\$30.00			22. Commercial Hoods	\$15.00		
8. Chimney, factory built (installed separately), B Vent, PVC Venting	\$25.00			23. Heat Recovery Units	\$10.00		
37. Gas Burning Fireplace	\$30.00			24. V.A.V. Boxes (all variable volume or zone damper equipment)	\$10.00		
9. Solar; set of 3 panels-fluid transfer (includes piping)	\$20.00			25. Unit Ventilators/PTAC Units	\$10.00		
10. Gas Piping; each opening-new install (residential)	\$5.00			26. Unit Heaters (terminal units)	\$15.00		
11. Air Conditioning (incl. split systems) RTU-Cooling Only	\$30.00			27. Fire Suppression/Protection (includes piping)-minimum fee \$20.00	\$.75 / head		
12. Heat Pumps (split systems) or Geothermal (complete residential)	\$30.00			28. Coils (Heat/Cool)	\$30.00		
13. Dryer, Bath & Kitchen Exhaust (residential ducting not included)	\$5.00			29. Refrigeration (split system)	\$30.00		
16. Humidifiers/Air Cleaners	\$10.00			Chiller/Cooling Towers			
Tanks				30. Chiller-Refrigeration	\$30.00		
14. Aboveground (other than L.P.)	\$20.00			44. Chiller-Air Conditioning	\$30.00		
38. Aboveground Connection	\$20.00			31. Cooling Towers-Refrigeration	\$30.00		
15. Underground (other than L.P.)	\$25.00			45. Cooling Towers-Air Conditioning	\$30.00		
39. Underground Connection	\$25.00			32. Compressor/Condenser	\$30.00		
Piping (ALL piping-minimum fee \$25.00)				Inspections			
17. Fuel Gas Piping	\$.05 /ft			33. Special Insp. (pertaining to sale of bldg.)	\$75.00		
40. Process Piping	\$.05 /ft			34. Rough/Additional Inspection	\$75.00		
41. Hydronic Piping	\$.05 /ft			35. Final Inspection	\$75.00	1	\$75.00
42. Refrigeration Piping	\$.05 /ft			36. Certification Fee	\$30.00		
46. Commercial Air Conditioning Piping	\$.05 /ft						

*See VII. Fee Schedule Item #2 above

NOTE: Under special circumstances the bureau will assess an hourly fee for inspection services at a rate of \$75.00 per hour.

Total Fee (Must Include the \$75 non-refundable application and \$75 final inspection fees)

Make checks payable to "State of Michigan"

VIII. Instructions for Completing Application

General: Mechanical work shall not be started until the application for permit has been filed with the Bureau of Construction Codes. 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**. **Schedule permitting, an inspector will respond to an inspection request within 2 business days to schedule the inspection. The inspector will typically perform the inspection within 5 business days as his or her schedule permits.**

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. THE CHARGE TO RE-OPEN A CLOSED PERMIT IS \$75.00.**

Where to Submit Application: The Bureau of Construction Codes is responsible for code enforcement in units of government throughout the state which have no local program and for all state owned buildings as well as public and charter school construction where a local delegation of authority does not exist. Permit applications for state issued permits should be sent to the address on the front of this application. If you are not sure whether a state permit or a local permit is appropriate, contact our office or your local building inspector. Questions regarding state issued permits may be directed to the Office of Management Services, Permit Section at 517-241-9313. Code questions may be directed to the Mechanical Division at 517-241-9325 or by email at bccmech@michigan.gov.

Validation Area



APPLICATION FOR MECHANICAL PERMIT

CITY OF GRAND RAPIDS - DEVELOPMENT CENTER
1120 MONROE AVE NW, GRAND RAPIDS, MI 49503
PHONE: (616) 456-4100 FAX: (616) 456-4199

Permit #

Application Date

I. JOBSITE INFORMATION				PLEASE PRINT OR TYPE			
Street Address including Suite #		Lot:	City	Use (check one)			
			GRAND RAPIDS	<input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> COMMERCIAL			
Homeowner or Business Name where the work is being performed		Resident/Business Phone	Has a building permit been obtained for this project? (check one)				
			<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NOT REQUIRED				
Jobsite Contact Person		Jobsite Contact Phone	Scope (check one)				
			<input type="checkbox"/> NEW <input type="checkbox"/> REMODEL <input type="checkbox"/> REPAIR <input type="checkbox"/> REPLACE				
II. INSTALLER INFORMATION				Installer is (check one) <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> HOMEOWNER (See "Homeowner Affidavit" below)			
Name		Phone #	State/Local Contractor Registration No.		Expiration Date		
Address (Street # / Name / Direction)			MESC. Employer ID (or exemption)				
City		State	Zip	Federal Employer ID (or exemption)			
Email		Driver's License No.	Workers Compensation Insurance Carrier (or exemption)				

NOTE: Any concealed work shall be inspected before being covered

III. DESCRIPTION & COMMENTS	
Give a detailed description of the work to be performed under this permit. This section is <u>mandatory</u> for permit issuance.	

IV. SCHEDULE OF EQUIPMENT	
Attach additional equipment schedule as needed. This section is <u>mandatory</u> for permit issuance.	

Quantity	Make	Type of Equipment	BTU Input	Ton / HP	Approx. CFM	Weight	Location

V. FEE CHART							
	FEE	# ITEMS	TOTAL		FEE	# ITEMS	TOTAL
1. MECHANICAL APPLICATION FEE (Non-refundable and includes 1 inspection)	\$ 50.00	1	\$ 50.00	5. MISCELLANEOUS COMMERCIAL			
a. ADMINISTRATIVE FEE (work w/o permit)	\$ 150.00			a. Air Cleaners or Humidifiers	\$ 10.00		
2. COMMERCIAL				b. ERV or HRV	\$ 10.00		
a. Underground Inspection	\$ 40.00			c. Heat Pumps or VAV boxes	\$ 10.00		
b. Rough-In Inspection	\$ 40.00			d. PTACS	\$ 10.00		
c. Final Inspection	\$ 40.00			6. COMMERCIAL & RESIDENTIAL (based on EACH ITEM's separate bid price)			
d. Additional Inspections	\$ 40.00			ITEMS: <input type="checkbox"/> DUCTWORK <input type="checkbox"/> FIRE SUPPRESSION <input type="checkbox"/> GAS PIPING <input type="checkbox"/> PIPING			
e. A/C, Refrigeration Self-Contained	\$ 20.00			a. Bid price under \$3,000	\$ 30.00		
f. A/C, Refrigeration Split System	\$ 30.00			b. \$3,000 - \$7,999	\$ 40.00		
g. Chillers	\$ 95.00			c. \$8,000 - \$10,999	\$ 55.00		
h. Chimney Factory Built / Chimney Liner	\$ 30.00			d. \$11,000 - \$15,000	\$ 70.00		
i. Compressors	\$ 45.00			e. Over \$15,000 (\$70 plus \$11 for each \$3,000 over \$15,000)			
j. Condensers	\$ 45.00			7. RESIDENTIAL			
k. Cooling Towers	\$ 45.00			a. Final Inspection	\$ 40.00		
l. Evaporator Coils	\$ 30.00			b. Additional Inspections	\$ 40.00		
m. Gas/Oil Burning Equipment/Roof Top Unit	\$ 35.00			c. Air Conditioning Units	\$ 30.00		
n. Heaters (unit, space, water, gas logs, gas fireplace)	\$ 15.00			d. Bath and Kitchen Exhaust Fans	\$ 5.00		
o. Kitchen Hoods (add duct work)	\$ 30.00			e. Chimneys: Factory Built Class A	\$ 10.00		
p. Solar Equipment Panels (including piping)	\$ 25.00			f. Chimney Liners	\$ 5.00		
q. Solid Fuel Equip. (wood or fireplace stoves)	\$ 30.00			g. Heaters (unit, space, gas logs, gas fireplace)	\$ 15.00		
r. Tanks	\$ 13.00			h. Heating System (furnaces add duct work)	\$ 50.00		
s. Testing	\$ 40.00			i. Humidifiers	\$ 5.00		
3. VENTILATION UNITS & EXHAUST FANS				j. Solid Fuel Equip. (wood or fireplace stoves)	\$ 20.00		
a. 1 to 2,000 CFM	\$ 7.00			k. Water Heaters (new construction)	\$ 5.00		
b. 2,001 CFM to 10,000 CFM	\$ 35.00			8. RESIDENTIAL REPLACEMENT EQUIPMENT			
c. Over 10,000 CFM	\$ 65.00			a. Air Conditioning Units / Heat Pumps	\$ 20.00		
4. AIR HANDLER UNITS (smoke detector testing req'd for units over 2,000 CFM)				b. Furnaces	\$ 20.00		
a. 1 to 2,000 CFM	\$ 20.00			c. Water Heaters	\$ 5.00		
b. 2,001 CFM to 10,000 CFM	\$ 40.00			This is your permit when approved by the City's Administrative Authority. Make checks payable to "CITY OF GRAND RAPIDS"			
c. Over 10,000 CFM	\$ 65.00			TOTAL FEE			

VI. APPLICATION SIGNATURE	
(Homeowner signature indicates compliance with section VII. below)	

Section 23a of the State Construction 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 structure. Violators of Section 23a are subject to civil fines.

Licensee or Homeowner Name (please print)	Licensee or Homeowner Signature	Date

VII. HOMEOWNER AFFIDAVIT
I hereby certify the mechanical work described on this permit application shall be installed <u>by myself in my own house</u> in which I am living or about to occupy. All work shall be installed in accordance with the current Michigan 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 responsibility to arrange inspections.

Acct. No. _____
Make checks payable to:
TREASURER, CITY OF FLINT

City of Flint
Development Division
1101 S. Saginaw St., Rm.S106
Flint, MI 48502
(810) 766-7284
OFFICE HOURS 9 A.M. TO 3 P.M. - MONDAY THROUGH THURSDAY

Permit # _____
*Mechanical work shall not commence until
a permit for such work has been issued. It is
the Contractor's responsibility to call for inspection.*

Please Type/Print

Mechanical Permit

New _____ Existing _____

**** MICHIGAN MECHANICAL CODE 2015 IN EFFECT ****

IF WORK IS STARTED PRIOR TO OBTAINING A PERMIT A FINE OF UP TO \$825 MAY BE CHARGED.

Date of Application _____

Contractor Name _____

Job Location _____

Street Address _____

City _____ State _____ Zip _____

Names of Owner _____

Phone # _____ DL# _____

Street Address _____

Mech. Contractor Lic # _____ Public Act 135 of 1989 is on file

Phone # _____ City _____ State _____ Zip Code _____

EMAIL _____

Type of Equipment	No.	Fee	Type of Equipment	No.	Fee
			Air Handlers -Self Contained Ventilation & Exhaust fans under 1,500 CFM \$ 14.00		
PERMIT BASE FEE ((includes one inspection only) (OVERTIME INSPECTION (\$300.00 1 st hr - \$150.00 ea. add'l hr.)	1	\$75	1,500 to 10,000 CFM Roof Top Units \$ 60.00 Over 10,000 CFM Roof Top Units \$ 114.00		
Furnace & Boilers (gas/oil burning equipment, new or used) \$60 INCLUDING THE FOLLOWING EQUIPMENT WHEN INSTALLED AT THE SAME TIME: 1. Power Exhaust 2. Flue damper, vent damper 3. Humidifiers 4. Electronic air cleaner 5. Condensate pumps			Ducts, Insulation, Fire Suppression/Protection, Systems, Hydronic Piping (based on bid price) Under \$3,000 \$ 60.00 \$3,000 - \$7,999 \$ 93.00 \$8,000 - \$10,999 \$130.00 \$11,000 - \$15,000 \$151.00 Over \$15,000 (\$25.00 for each \$3,000 in addition to above)		
Chimney Liner Only \$15.00			Heat Recovery units or thru-the-wall fan coil vents, each \$ 22.00		
Chimney Liner with furnace \$9.00			Unit Heaters \$ 32.00		
Solid fuel equip-complete (includes chimney, wood stoves, fireplace stove & add-on furnaces) \$52.00			Water Heater (installed with furnace) \$ 15.00		
Chimney, factory built (Class A & B) incl. breeching & combustion venting \$ 39.00			Miscellaneous (Flue damper/vent damper & base fee) \$ 14.00		
Gas Piping, each outlet New Installation, each outlet \$14.00			Incinerators \$ 57.00 Humidifiers \$ 14.00		
Solar Domestic Hot Water System \$57.00 Solar Equipment, 1 st panel (piping fee incl.) & tank \$57.00 Additional panels \$14.00			Electronic Air Cleaner with washer \$14.00 Condensate Pumps \$14.00		
Central Air Conditioning/Heat pump \$ 57.00			Exhaust fan for bathrooms \$ 14.00		
Refrigeration - Evaporator coils Under 5 H.P. per cooler unit \$ 60.00 5 H.P. and over per cooler unit \$ 84.00			LPG & Fuel Oil tanks (piping fee included) \$ 39.00 Commercial Range Hoods (lab hoods incl. associated duct and exhaust fan) \$ 57.00		
Chiller \$193.00			Other spec. hoods & ducted exhaust systems \$ 51.00		
Cooling Towers \$110.00			Barbecues, commercial \$ 60.00		
Compressor 15 h.p. to 50 h.p./ \$84.00 Over 50 h.p. \$114.00			Hourly Rate & Inspections pertaining to Sale \$200.00 Final Inspection & Reinspections \$140.00		
SEE REVERSE SIDE FOR SIGNATURES			TOTAL FEE (Minimum Fee \$140.00)		

		Mechanical Contractor Registration \$15.00	
State License #	Exp. Date	Supplemental Permit Minimum \$140.00	
Federal I D #	MESC#	Permit Base Fee is Non-Refundable	
Workman's Comp. Insurance Carrier			

VI. APPLICANT SIGNATURE

Section 23a of the State Construction Act of 1972, Act No. 230 of the Public Act 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. Violations of 23a are subject to civil fines.

Signature of Licensee or Homeowner (Homeowner must also sign affidavit below)

VII. 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 local mechanical inspector. I will cooperate with the local mechanical inspector and assume the responsibility to arrange for necessary inspections.

Signature of Homeowner

INSTRUCTIONS FOR COMPLETING APPLICATION

GENERAL: Mechanical work shall not be started until the application for permit has been filed with the Building and Safety Inspection Department. All installations shall be in conformance with the State Mechanical Code. No work shall be concealed until it has been inspected.

The name of the inspector and the telephone number 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 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.

If work is started prior to obtaining a permit, the City may:

- A. Charge a fine up to \$825.00
- B. Stop the work until a permit is obtained.
- C. Issue an appearance ticket requiring the contractor or owner to appear in District Court, where a fine and /or jail sentence may be imposed.
- D. Refer the information to the City, County, or State Attorney's Office for appropriate action.
- E. Any combination or all of the above.

MECHANICAL PERMIT APPLICATION

City of Muskegon
933 Terrace St., Room 201
Muskegon, MI 49440
(231) 724-6715 Fax (231) 728-4371
muskegon@safebuilt.com

Date: _____ Job or Project # _____ Permit # _____

I. JOB LOCATION

Job Address	Has a building permit been issued for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Required
Name of Owner/Agent	Owner Telephone

II. CONTRACTOR/OWNER INFORMATION-please complete as owner if owner is doing work

<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	Name	License Number-Contractor or D/L (owner)	Expiration Date
Address		City	MI Zip Code
Telephone Number - Office	Cell Phone Number	Fax Number	
E-MAIL ADDRESS		Contractor Information registered with the City of Muskegon? <input type="checkbox"/> Yes <input type="checkbox"/> No	

III. TYPE OF JOB

Class of work (check all that apply)

New Building ☐ Addition ☐ Alteration ☐ Repair ☐ Residential ☐ Commercial ☐ Industrial ☐ Other ☐

Description of work-(**electrical permit may also be required)

IV. FEE SCHEDULE – Enter the number of items being installed. Multiply by the unit price for the total fee.

	FEE	#ITEMS	TOTAL
1 Base Fee or Gas Press Test* BASE FEE INC. ONE INSPECTION	\$65.00		
2 Residential Heating (includes duct & piping)	\$50.00		
3 Gas/Oil burning furnace-new or replacement **	\$30.00		
4 Water heater-gas/elect**	\$10.00		
5 Solid fuel equip. complete	\$30.00		
6 Solar-Set of 3 panels	\$20.00		
7 Chimney, factory built (installed separately)	\$25.00		
8 Gas fireplaces	\$20.00		
9 - use #35	\$45.00		
10 Gas piping ea opening new installation	\$5.00		
11 Heat pumps (commercial, pipe not included)	\$30.00		
12 Heat pumps (residential)	\$30.00		
13 Flue/vent dampers	\$8.00		
14 Boiler**	\$30.00		
15 Boiler Controls, Pumps	\$10.00		
16 Residential A/C **	\$30.00		
17 A/C Refrig-split system**	\$30.00		
18 A/C Chiller/ Cooling tower**	\$30.00		
19 A/C Evaporator coils**	\$30.00		
20 A/C Compressor**	\$30.00		
21 Rooftop HVAC combo**	\$60.00		
22 Humidifier	\$10.00		

	FEE	#ITEMS	TOTAL
23 Air handlers/heat wheels Under 10,000 CFM **	\$20.00		
24 Air handlers/heat wheels Over 10,000 CFM **	\$60.00		
25 Air handlers Commercial Hoods **	\$20.00		
26 Bath & Kitchen exhaust**	\$5.00		
27 Unit Ventilators**	\$10.00		
28 Unit Heaters (terminal units) **	\$15.00		
29 Heat recovery units or thru-the wall fan coils **	\$10.00		
30 Duct - per foot - commercial only-use #2 for residential	\$.10 per ft min \$25.00		
31 Fire suppression-Piping includes process, htg, boiler, refrigeration lines	\$.05 per ft min \$25.00		
32 Fire Suppression – Restaurant hood	\$15.00		
33 Fire suppression/protection Sprinkler \$.75 ea	\$.75ea min \$25.00		
34 Inspections (add'l / final)	\$45.00		
35 Inspection/Gas Pressure Test	\$45.00		
36 Special/safety inspection	\$45.00		
37 Hourly rate (min 2 hrs)	\$60.00		
38 Other			
39 Plan review fee*	25%		
*Include for commercial when plans have been submitted.			
TOTAL FEE:			

V. HOMEOWNER AFFIDAVIT AND SIGNATURE

I hereby certify the mechanical work described on this permit application shall be installed by myself in my own home which I am living or am 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 responsibility to arrange all necessary inspections.

"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 signature indicates compliance with Section V)	Date
--	------



Newaygo County
Department of Building Safety & Permits

P.O. Box 885, 306 South North Street
White Cloud, MI 49349

Phone (231) 689-7216 FAX (231) 689-7219

Permit No. _____

Mon-Fri Office Hours:
8:00 a.m. - Noon
1:00 p.m. - 4:00 p.m.

Permit Fee: \$

MECHANICAL PERMIT APPLICATION

(All areas must be completed and a drivers license number must be provide where indicated before a permit can be issued.)

I. JOB LOCATION (please print all information other than signatures)

Name of Owner/Agent:		Project Name:		Application Date:	
Job Location: Street No.	Street Name	Street Direction: N S E W	Cross Streets:(Streets that intersect street job is on.) &	Township:	Section:
Specific Directions to Reach Job Location:					

II. OWNER INFORMATION

Name of Owner:					
Address: Street		City:	State:	Zip Code:	
Telephone No.: ()	FAX No.: ()	Drivers License No.: (Required)			

III. CONTRACTOR INFORMATION (Contractors must be registered with Newaygo County)

Name of Contractor:		License No.:		Expiration Date:	
Address: Street		City:	State:	Zip Code:	
Telephone No.: ()	FAX No.: ()	Drivers License No.: (Required)			
Worker Compensation Insurance Carrier (or reason for exemption):		Federal Employer ID No (or reason for exemption)		MESC employer No. (or reason for exemption):	

IV. TYPE OF JOB

Single Family:	<input type="checkbox"/> New	<input type="checkbox"/> Remodel	<input type="checkbox"/> Addition	<input type="checkbox"/> Mobile Home	<input type="checkbox"/> Modular	<input type="checkbox"/> LP Tank Set	<input type="checkbox"/> Other: (specify)
Commercial/ Other:	<input type="checkbox"/> New	<input type="checkbox"/> Remodel	<input type="checkbox"/> Addition	<input type="checkbox"/> Mobile Home	<input type="checkbox"/> Modular	<input type="checkbox"/> LP Tank Set	<input type="checkbox"/> Other: (specify)
Please give specific location of work within a structure for remodeling and alterations:							

V. APPLICANT SIGNATURE

Section 23a of the State Construction 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: (If homeowner is signing here they must also sign the affidavit below.)

VI. HOMEOWNER AFFIDAVIT

I hereby certify the mechanical work described on this permit application shall <u>be installed by myself in my own home</u> 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 or covered up , or put into operation until it has been inspected and approved by the Newaygo County Mechanical Inspector. I will assume the responsibility to arrange for necessary inspections.
Signature of Homeowner:

VII. PLAN REVIEW REQUIREMENTS

Plans and specification for new construction work, alteration, repair, expansion, addition, or modification work 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 architects or engineer's signature and seal. <u>If a plan review is required it must be done before a permit can be issued!</u> Exception 1: Alterations and repair work determined by the Code Official to be minor in nature. Exception 2: Work completed by a governmental subdivision or state agency costing less than \$15,000.00 Exception 3: A building of Use Group R-2, R-3, or R-4 containing not more than 3,500 square fee of habitable building area. Exception 4: A building of Use Group B, M, or S-2 having HVAC equipment only, with one fire area and not more than 3,500 square feet.
--

Please Note: A driver license number or a state ID number, for non-drivers, is required of the person signing a check!

If you have any questions, please call the **Mechanical Inspector**, Wednesday morning, 8:00 am - 9:00 am at (231)689-7216.

Item #6-Residential Heating System: Is used for the installation of a heating system. This requires two inspections, rough-in & final. Check fee schedule for additional charges. Replacement systems should be itemized. ***Base Fee includes one inspection.**

If an item is not listed in the residential or commercial category that you are working in and it is in the other category, use the unit charge listed and write it in the category you are working in.

IX. FEE CHARTS

Note: The base fee counts as one inspection.

Residential					Commercial				
	Item	Unit Charge	No.	Total		Item	Unit Charge	No.	Total
Do not add Base Fee to the following items					Add Base Fee to Items 2 thru 27				
1.	*New Single Family Dwelling (Does not include heat pump)	\$ 210.00			1.	Commercial Base Fee - not refundable	\$ 100.00	1	\$100.00
	Under 1,000 sq. ft. / BOCA Modular				2.	Tanks - Above ground	\$ 25.00		
	1,000 - 2,499 sq. ft.	\$ 300.00			3.	Tanks - Below ground	\$ 30.00		
	2,500 - 3,499 sq. ft.	\$ 350.00			4.	Heat Pump - Piping not included	\$ 25.00		
	3,500 sq. ft. & over **Plan Review and Itemized**min.\$350				5.	Piping - Minimum \$30.00	.05/lin. ft.		
2.	Mobile Home or HUD Modular(with basement/attic heating system)	\$ 130.00			6.	Ducts - Minimum \$30.00	.10/lin. ft.		
3.	Modular HUD Home or Mobile Home (in a park or on private land)	\$ 95.00			7.	Air Handlers/Heat Wheels Under 10,000 CFM	\$ 30.00		
Add Base Fee to Items 5 thru 23						10,000 CFM and Over	\$ 70.00		
4.	Residential Base Fee - not refundable	\$ 70.00	1	\$ 70.00	8.	Hoods	\$ 35.00		
5.	Plan Review (3500 sq. ft. & over)	\$ 50.00			9.	Heat Recovery Units	\$ 12.00		
6.	Heating System - includes duct work, piping, & humidifier or Mechanical Upgrade	\$ 80.00			10.	V.A.V. Boxes	\$ 12.00		
7.	Gas/Oil Burning Equipment/ or Fire Place Factory built Chimney new and/or conversion units	\$ 50.00			11.	Unit Ventilators	\$ 12.00		
8.	Residential Boiler Need layout of specing and controls	\$ 35.00			12.	Unit Heaters - terminal units	\$ 25.00		
9.	Water Heater Includes connection from water heater to chimney	\$ 12.00			13.	Fire Suppression -Minimum \$25.00	.90/head		
10.	Flue/Vent/Damper	\$ 12.00			14.	Evaporator Coils	\$ 35.00		
11.	Chimney - factory built & installed separately	\$ 30.00			15.	Refrigeration - split system	\$ 40.00		
12.	Solid Fuel Equipment Wood stoves, fireplaces, Outside wood furnaces add-on furnaces. Includes factory built chimney.	\$ 60.00			16.	Chiller	\$ 40.00		
13.	Duct System - Hydronic Piping	\$ 35.00			17.	Cooling Tower	\$ 40.00		
14.	Gas Piping New opening, new installations	\$ 12.00			18.	Compressor	\$ 35.00		
15.	Solar Panels -Up to 3 panels and piping	\$ 25.00			19.	Hydronic Piping	\$ 35.00		
16.	Air Conditioner	\$ 40.00			20.	Commercial Heating System	\$ 100.00		
17.	Exhaust Fans	\$ 12.00			21.	Gas/Oil Burning Equipment/ or Fire Place Factory built Chimney new and/or conversion units	\$ 50.00		
18.	Humidifiers - any number	\$ 20.00			22.	Commercial Air Conditioner	\$ 50.00		
19.	Heat Pump	\$ 35.00			23.	Exhaust Fan	\$ 12.00		
20.	LP & Fuel Oil Tank Sets (includes gas piping from the tank to the home)	\$ 25.00			24.	Solid Fuel Equipment Wood stoves, fireplace stoves, and add-on furnaces. Includes factory built chimney.	\$ 60.00		
21.	Additional Inspection	\$ 50.00			25.	Additional Inspection	\$ 75.00		
22.	Final Inspection	\$ 50.00			26.	Final Inspection	\$ 75.00		
23.	Reinspection	\$ 50.00			27.	Reinspection	\$ 75.00		
24.	Permit Renewal per Year	\$ 70.00			28.	Permit Renewal per Year	\$ 100.00		
25.	Special Inspection- Not refundable	\$100/Hr			29.	Special Inspection per half hour or fraction thereof	\$100/Hr		
Total Permit Fee:				\$ -	Total Permit Fee:				\$ -
*Note: The Base Fee amount is not refundable.					Please make checks payable to Newaygo County Bldg. Dept.				
1.	Administrative Fee (work before obtain permit)	2xRequired Permit Fee (Up to \$600)							
2.	Administrative Fee (Stop Work)	\$100.00							

City of Ferrysburg
17520 Ridge Avenue, PO Box 38, Ferrysburg MI 49409
Phone: (616)842-5803 Fax: (616) 844-0200

Mechanical Permit Application

I. Application Information / Job Location					
Name of Owner/Agent		Home Phone		Cell	
Address		City	State		Zip
Job Location (if different than above)		Name of City			
II. Contractor/Licensee Information					
Company Name		Company Address			
Business Phone		Cell Phone		Fax	
Email		Licensee Name		Date of Birth	
Driver's License #		State Contractor's License #		Expiration Date	
Federal ID # (or reason for exemption)		Workers Comp (or reason for exemption)		UIA Employee # (or reason for exemption)	
III. Project Description					
<input type="checkbox"/> Single Home <input type="checkbox"/> Multi-Family <input type="checkbox"/> Mobile/Pre-Manufactured Home <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other _____		Detailed Description of Work (Required) _____ _____			
IV. Plan Review Requirement					
Plans and specifications must be submitted for mechanical work 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 ft. 4. Work completed by a governmental subdivision or state agency costing less than \$15,000. 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.					
What is the input rating of the heating system in the building			Indicate the size of the building in square feet		
Indicate if plans are being submitted along with this application NOTE: Plans must be submitted before permit is issued <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Required <input type="checkbox"/> Submitted with building permit application					
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 subject to civil fines.					
Signature of Licensee or Homeowner (By signing, homeowner indicates compliance with 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 Michigan 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. Project Fee Items (Enter the quantity of items being installed, repaired or altered below)							
Item Description	Fee	# Item	Total	Item Description	Fee	# Item	Total
Application Fee (includes one inspection)	\$50.00	1	\$50.00	Chiller (each)	\$50.00		
Add'l Inspections (each)*	\$50.00			Cooling Towers (each)	\$30.00		
Special/Safety Inspection	\$50.00			Compressor, 15 HP – 50 HP (each)	\$30.00		
Residential System (includes ducts or hot water piping)	\$50.00			Over 50 HP (each)	\$60.00		
Duct system/Hydronic Piping (per zone, specify if underground)	\$20.00			Rooftop Heating and A/C combination	\$50.00		
Gas/Oil Burning Equipment new and/or conversion units (each)	\$30.00			Air Handlers – Vent & Exhaust Fans			
Water Heater (each)	\$5.00			Under 1,500 CFM (each)	\$7.00		
Manufactured Fireplace (Chimney, Wood Stoves, Fireplaces) (each)	\$30.00			1,500 to 10,000 CFM (each)	\$30.00		
Chimney, factory built	\$25.00			Over 10,000 CFM (each)	\$60.00		
Solar Equipment Systems (each panel, piping fee included) and tank	\$20.00			Commercial Hoods	\$15.00		
Gas piping (per outlet)	\$5.00			Heat Recovery Units or Thru-The-Wall Coil Vents (each)	\$10.00		
Exhaust Fan/Power Exhaust (each)	\$5.00			Unit Ventilators (each)	\$10.00		
Flue Damper/Vent Pipe (each)	\$5.00			Unit Heaters (each)	\$15.00		
LPG & Fuel Oil Tanks – above ground	\$20.00			Fire Suppression/Protection			
LPG & Fuel Oil Tanks – underground	\$25.00			Sprinkler Head (each) – min \$20	\$0.75		
Heat Pumps – Residential	\$30.00			Duct (per foot) – min \$25	\$0.10		
Heat Pumps – Commercial (pipe not included)	\$20.00			Piping (includes process piping, per foot) – min \$25	\$0.05		
A/C & Refrigeration Heat Pumps (self-contained) (each)	\$30.00			Hydronic piping (per foot) – min \$25 to max \$1,000	\$0.05		
Evaporator Coils	\$30.00			Incinerator (each)	\$20.00		
Refrigeration (Split System) - under 5 HP	\$30.00			Crematories (each)	\$35.00		
Split System - 5 HP and over	\$40.00			Humidifiers (each)	\$10.00		
				Boiler	\$30.00		
				Other (each)	\$30.00		
				Mobile Home Unit (each)	\$30.00		
				Plan Review - Hourly Rate	\$75.00		
				Certification Fee	\$15.00		
				Starting Work w/o Permit	\$50.00		
				TOTAL	\$		

***Additional Inspections:** Additional inspections may include one or more of each of the following – Underground, Pressure Test, Rough-In, Final, Rough-In Fireplace, and Final Fireplace.

VIII. Notice to Applicant
GENERAL: Mechanical work shall not be undertaken until a mechanical permit is issued. All installations shall be in conformance with the Mechanical Code. No work shall be concealed until it has been inspected and approved.
EXPIRATION OF PERMIT: 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 six months after the time of commencing the work. A permit will be cancelled when no inspections are requested and conducted within 180 days of the date of issuance or the date of a previous inspection. Cancelled permits cannot be refunded or reinstated.
SCHEDULING INSPECTIONS: Applicant is responsible for arranging all required inspection until the permit is finalized. Call at least 24 hours in advance to schedule an inspection and include job location and permit number.

Inspector's Signature

Date

Mechanical Permit

Jurisdiction of:

PERMIT NUMBER _____

Address of project _____

Owner _____

Owners address if different than above _____

City _____ State _____ Zip _____

Phone # _____

E-mail _____

The permit holder is responsible for arranging access for inspections. If an inspection is requested but cannot be completed due to a locked or otherwise inaccessible job site - a re-inspection fee may be charged.

Make checks payable to MTSM or Michigan Township Services
*For Spring Lake Twp Only: Make checks payable to Spring Lake Township

Michigan Township Services Muskegon

5855 Airline Fruitport, MI 49415

Ph. 231-865-6977 or 865-3310

Fax 231-865-6191

www.michigantownshipservicesmuskegon.com
mtsm@frontier.com

Date: _____

Type of project
Commercial - New ☐ Remodel ☐ Other ☐

Residential - New ☐ Remodel ☐ Other ☐

Description of work to be done _____

Building Permit Number _____

Single Family - fee schedule

	Per Unit	Number	Fee
Permit base fee (Includes one inspection).....	\$50.00		\$50.00
Final inspection.....	\$50.00		
Furnaces (heat pumps, boilers, wtr htr, and decorative appliances).....	\$25.00		
Fireplaces - Gas, solid fuel (wood or pellet stoves etc) includes one inspection - base fee not required	\$75.00		
Chimney factory built.....	\$25.00		
Central Air	\$25.00		
Duct system or hydronic piping.....	\$20.00		
Solar equipment system, piping fee included.....	\$25.00		
Gas piping new installation.....	\$15.00		
Exhaust fans each.....	\$5.00		
LP and fuel oil tanks - piping fee included - each	\$20.00		
additional inspection.....	\$50.00		
Total			

Commercial/ Industrial

Permit base fee - includes one inspection.....	\$50.00		\$50.00
Gas/oil burning equipment, new and/or conversion unit	\$30.00		
Gas piping - each outlet new installation.....	\$6.00		
Solar equipment - each panel and tank - piping included	\$25.00		
A/C and refrigeration heat pumps self contained	\$25.00		
under 15 HP A/C - each.....			
evaporator coils each.....	\$35.00		
Under 5 HP split system - each.....	\$35.00		
5 HP and over split system - each.....	\$45.00		
Chiller - each.....	\$100.00		

Cooling towers - each.....	\$45.00		
Compressor 15HP to 50HP each.....	\$40.00		
over 50 HP each	\$60.00		
Air Handlers - self contained units			
Ventilation and exhaust fans under 1,500 CFM - each....	\$8.00		
1,500 CFM to 10,000 CFM - each.....	\$35.00		
Over 10,000 CFM - each	\$65.00		
Heat recovery and wall fan coil - each	\$13.00		
Unit Heaters - each	\$25.00		
Ducts, insulation, piping, fire suppression/protection systems based on bid price			
under \$3000.....	\$30.00		
\$3000 to \$7999.....	\$40.00		
\$8000 to \$10,999	\$50.00		
\$10 for each \$3000 over \$11,000 in addition to the above rate.....			
Inclinerators - each.....	\$25.00		
Humidifiers - each	\$15.00		
Electronic air cleaner with washer - each	\$35.00		
Tanks - for underground tanks add \$5 to each of the following:			
Under 276 gallon - each.....	\$20.00		
276 gallon to 550 - each.....	\$25.00		
over 550 gallons - each	\$35.00		
additional inspection.....	\$50.00		
final inspection	\$50.00		
Plan Review Fee \$75.00 per hour (minimum \$75).....	\$75.00		
Total			

Permit will be expired/canceled if no inspections are requested or conducted within six months of the date of issuance or date of last inspection. Expired/canceled permit cannot be refunded and a new permit shall be issued if work is to be completed after expiration of permit.

Contractor Information

Name		Phone #		Fax #
Address		City	State	Zip Code
License #	Expiration date			E-mail
Federal Employer ID number or reason for exemption				
Workers Comp Insurance Carrier or reason for exemption				
MESC Employer number or reason for exemption				

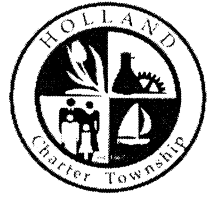
- ☐ Contractor Affidavit: All work shall be installed in accordance with the current Mechanical Code and I will assume the responsibility to arrange for the required inspections
- ☐ Home Owner Affidavit
- ☐ I hereby certify mechanical work described on this permit shall be installed by myself in my own single family dwelling in which I am living or about to occupy. All work shall be installed in accordance with the local 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.

Signed _____

APPLICATION FOR A MECHANICAL PERMIT

HOLLAND CHARTER TOWNSHIP

353 N. 120th AVE. HOLLAND, MI 49424
PHONE (616) 395-0196 FAX (616) 396-2537



JOB ADDRESS _____

PROPERTY OWNER OR BUSINESS NAME _____

MECHANICAL PERMIT FEE SCHEDULE

RESIDENTIAL NEW CONSTRUCTION- FLAT FEE*	PER UNIT	NUMBER	FEE
SINGLE FAMILY no fireplace (ITEMIZE BELOW)	145.00		
SINGLE FAMILY with fireplace(s) (ITEMIZE BELOW)	180.00		
MULTI-FAMILY (EACH DWELLING UNIT ITEMIZE BELOW)	125.00		

***RESIDENTIAL FLAT FEE INCLUDES APPLICATION FEE, 1 ROUGH & 1 FINAL INSPECTON**

APPLICATION FEE (INCLUDES ONE INSPECTION)	50.00	1	50.00
FINAL INSPECTION OR ADDITIONAL INSPECTIONS	50.00		
GAS/OIL BURNING EQUIPMENT	30.00		
ENERGY RECOVERY SYSTEM	30.00		
DUCT SYSTEM / HYDRONIC PIPING/ SOLAR (per zone)	20.00		
FIRE SUPPRESSION SYSTEM (per zone)	75.00		
FIREPLACE, WOODSTOVE, ETC (includes chimney) EACH	35.00		
FUEL GAS PIPING (per opening)	5.00		
AIR CONDITION/HEAT PUMP/MINI SPLIT	20.00		
WATER HEATER	5.00		
EXHAUST FAN/POWER EXHAUST	5.00		
COMMERCIAL KITCHEN EXHAUST HOOD	30.00		
DAMPER-flue, vent, fire, smoke, etc. AND/OR FLUE LINER	5.00		
LPG AND FUEL OIL TANKS (piping fee included)	15.00		
REFRIGERATION SYSTEMS (each unit)	30.00		
INVESTIGATION/ ADMINISTRATION FEE (HOURLY-1HR MINIMUM)	75.00		
TOTAL			

JOB DESCRIPTION

IF INSPECTION CANNOT BE COMPLETED UPON REQUEST (locked out, not ready, no address posted, etc) REINSPECTION FEE WILL BE CHARGED. IF ANY WORK IS STARTED BEFORE THE PERMIT IS OBTAINED, AN ADMINISTRATIVE/INVESTIGATION FEE SHALL BE PAID BEFORE THE PERMIT WILL BE ISSUED.

CONTRACTOR'S NAME _____ PHONE NO. _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

CONTRACTOR'S E-MAIL ADDRESS _____

CONTRACTOR'S LICENSE NO. _____ EXPIRATION DATE _____

FEDERAL EMPLOYER ID# OR EXEMPTION REASON _____

WORKER COMP. INSURANCE CARRIER OR EXEMPTION REASON _____

MESC EMPLOYER # OR EXEMPTION REASON _____

"Section 23a of the state construction code act of 1972, 1972PA 230, MCL125.1523A, 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 residential structure. Violators of Section 23a are subject to civil fines."

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.

APPLICANTS SIGNATURE _____ DATE _____

MECHANICAL PERMIT APPLICATION

Remit to:

Mechanical Department
263 Northland Drive
Rockford, MI 49341
(616) 863-9294
(616) 863-9298 - fax

Bldg. Permit # _____

Mechanical Permit # _____

Polkton Township
6900 Arthur
Coopersville, MI 49404
(616) 837-6876

Check # _____ Date _____

I. Job Location

NAME OF OWNER/AGENT	HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Required
STREET ADDRESS OF JOB LOCATION (Street No. & Name)	Polkton Township, Ottawa County

II. Contractor/Homeowner Information

THE APPLICANT IS: <input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	NAME (Homeowner or Contractor)	CONTRACTOR'S STATE LICENSE NUMBER	EXPIRATION DATE
ADDRESS (Street No. & Name)		CITY	STATE & ZIP
TELEPHONE NO. (with area code)		FEDERAL EMPLOYER ID NO. (or reason for exemption)	
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)		MESC EMPLOYER NUMBER (or reason for exemption)	

III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> LP Tank	<input type="checkbox"/> Premanufactured Home Setup (State Approved)	<input type="checkbox"/> State Owned
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> School

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:

- One & two family dwellings when the total building heating/cooling system input rating is 375,000 Btu's or less.
- Alterations & repair work determined by the mechanical official to be of a 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

If work being performed is as described above, check the box below titled "Plans Not Required".

What is the building size in square footage? _____

What is the input rating of the heating system in this building? _____

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 PA299 and shall bear that architect's or engineer's seal and signature.

☐ Plans not required

Plan Review Submission No. _____

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 are subject to civil fines.	
SIGNATURE OF LICENSEE OR HOMEOWNER (Homeowner 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 Michigan 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.

VII. Fee Clarifications

TANKS: A homeowner must own tank to install. If homeowner does not own tank, a licensed mechanical contractor must install tank.
NOTE: Any equipment to be covered must be inspected before covering. If more than one inspection is required, include "final" inspection fee.

Complete Application on Back Side

Effective 4/16/14

VIII. Fee Chart-Enter the number of items being installed and multiply the unit price for total fee.

Mechanical Permit Fee Schedule-Single Family	Per Unit	Number	Fee
Application (non-refundable)	\$40.00	1	\$40.00
Rough-in and additional inspections	40.00		
Final Inspection	40.00	1	40.00
Furnaces (heat pumps, boiler)	30.00		
Solid Fuel equipment and fireplaces. (Fee includes: fire place and chimney)	30.00		
Chimney, factory built	20.00		
Duct system, or hydronic piping	10.00		
Solar equipment system, piping fee included	15.00		
Gas piping new installation, each	5.00		
Exhaust fan, each	5.00		
LPG & fuel oil tanks, piping fee included, each	20.00		
Central air conditioning (per unit)	30.00		
Hot water heater	5.00		
TOTAL			

Mechanical Permit Fee Schedule-Commercial & Industrial	Per Unit	Number	Fee
Application Fee	40.00	1	\$40.00
Final Inspection Fee	40.00	1	\$40.00
Gas piping, each outlet, new installation	8.00		
Gas/Oil burning equipment, new and/or used conversion units, each	30.00		
Solar equipment, each panel & tank, piping fee included	15.00		
Air conditioning and refrigeration heat pumps, self contained			
Under 15 HP A/C, each	15.00		
Evaporator coils, each	25.00		
Under 5 HP, split system, each	35.00		
Chiller, each	80.00		
Cooling towers, each	35.00		
Compressor, 15 HP to 50 HP, each	30.00		
Over 50 HP, each	50.00		
Air handlers, self contained units			
Ventilation and exhaust fans under 1500 CFM, each	5.00		
1500 CFM to 10,000 CFM, each	25.00		
Over 10,000 CFM, each	50.00		
Heat recovery and wall fan coils	10.00		
Unit heaters, each	15.00		
Ducts insulation piping fire suppression/protection systems			
Based on bid price			
under \$3000	20.00		
\$3000 to \$7999	30.00		
\$8000 to \$10999	40.00		
Over \$11000 (\$10 for each \$3000 in addition to above rate)			
Incinerators, each	15.00		
Crematories, each	30.00		
Humidifiers, each	10.00		
Electronic air cleaner with washer tank, each	30.00		
Tanks: (for underground add \$5.00 to each of the following)			
Under 276 gallons, each	10.00		
276 to 550 gallons, each	15.00		
Over 550 gallons, each	25.00		
Additional Inspections	40.00		
TOTAL			
Additional inspections, reinspections or hourly inspections will be charged at a rate of \$40.00.			

REMIT TO: IMPERIAL MUNICIPAL SERVICES
263 Northland Drive, Rockford, MI 49341

MAKE CHECKS PAYABLE TO "POLKTON 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.** When ready for an inspection, call Imperial Municipal Services at 1-800-442-2794 or 616-863-9294. 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 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.**

Polkton 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.

Effective 4/16/14

Building Permit #

RESIDENTIAL MECHANICAL PERMIT

RESOURCE MANAGEMENT/DEVELOPMENT DEPARTMENT

234 W. BARAGA AVE. • MARQUETTE, MICHIGAN 49855

www.co.marquette.mi.us

PHONE: (906) 225-8180 • 1-800-562-9788 U.P. ONLY

Mechanical
Permit #ABOVE GROUND
L.P. TANK ONLY:**JOB LOCATION****CUSTOMER PROPERTY TAX ID NUMBER (Found on tax bill) 52- - -**

Name of Owner/Agent		Has a building permit been obtained for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required	
Street Address & Job Location (Street No. and Name)	Phone	City/Village	Township

CONTRACTOR/HOMEOWNER INFORMATION

<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	Name	License Number	Expiration Date
Address (Street No. and Name)		City	State Zip Code
Telephone Number ()	Fax Number ()	E-mail	
Workers Compensation Insurance Carrier (or reason for exemption)	MESC Emp. #	Fed. Emp. ID #	

TYPE OF JOB/FEE SCHEDULE**JOB DESCRIPTION:**

<input type="checkbox"/> Single Family <input type="checkbox"/> Other	<input type="checkbox"/> New <input type="checkbox"/> Alteration	<input type="checkbox"/> Garage <input type="checkbox"/> Replacement	<input type="checkbox"/> Premanufactured Home Setup (State Approved) <input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)
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TYPE OF EQUIPMENT	FEE	NO.	FEE	TYPE OF EQUIPMENT	FEE	NO.	FEE
SINGLE-FAMILY RESIDENCE PERMIT FEE (Additional fees required for more than one heating system) (Includes \$145 non-refundable application fee)			\$260	DUCT SYSTEM – HYDRONIC PIPING	\$34		
				(Minor extension of existing system or zone)	\$18		
				SOLAR EQUIP. (Piping included) Each Panel	\$15		
				GAS PIPING (Each New Outlet)	\$ 8		
ITEMIZING: Application Fee \$145 (non-refundable) Plus Equipment Installed			\$145	EXHAUST FANS	Ea. \$ 8		
				FLUE DAMPER/VENT DAMPER	Ea. \$ 8		
GAS & OIL BURNING EQUIPMENT (New or Conversion)	Ea. \$44			LPG & FUEL OIL TANKS (Piping included)	Ea. \$24		
INDIRECT WATER HEATER	Ea. \$11			GEOTHERMAL PIPING SYSTEMS – Single Family Res	Ea. \$30		
FUEL FIRED WATER HEATERS Like Fuel, exact location replacement	Ea. \$10			CENTRALAIR CONDITIONING UNITS AND HEAT PUMPS	Ea. \$25		
NEW	Ea. \$30			INSPECTIONS: Special inspection for other than listed, fee to be determined. Minimum	\$100		
SOLID FUEL EQUIPMENT (Wood stoves, Fireplace, Stoves, Add on Furnaces, etc.)	Ea. \$42			ITEMS NOT LISTED: Air Handlers, etc.	Ea. \$18		
CHIMNEYS AND LINERS: With New Equipment:	Ea. \$15			CERTIFICATE OF FINAL APPROVAL	No Charge		
Installed Separately:	\$25			TOTAL FEE			
				NOTE: In remodeling a single family residence, you may use the single-family rate of \$260.			

NOTE: IF SEALED DRAWINGS ARE REQUIRED FOR THE STRUCTURE, YOU MUST ITEMIZE.

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 signature indicates compliance with Section V, Homeowner Affidavit.)

DATE

X**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.

NOTE: It is applicant's responsibility to schedule inspections when work is ready. Work shall not be covered or concealed until inspected and approved.

PERMIT APPROVED:

Inspector's Signature

Date

Revised 1-1-21

Building Permit # _____

COMMERCIAL MECHANICAL PERMIT

Mechanical Permit # _____

RESOURCE MANAGEMENT/DEVELOPMENT DEPARTMENT
234 W. BARAGA AVE. • MARQUETTE, MICHIGAN 49855

www.co.marquette.mi.us

PHONE: (906) 225-8180 • 1-800-562-9788 U.P. ONLY

JOB LOCATION **CUSTOMER PROPERTY TAX ID NUMBER** (Found on tax bill) **52-** _____ - _____ - _____

Name of Owner/Agent		Has a building permit been obtained for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required	
Street Address & Job Location (Street No. and Name)	Phone	City/Village	Township

CONTRACTOR/HOMEOWNER INFORMATION

<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	Name	License Number	Expiration Date
Address (Street No. and Name)		City	State Zip Code
Telephone Number ()	Fax Number ()	E-mail Address	
Workers Compensation Insurance Carrier (or reason for exemption)	MESC Emp. #	Fed. Emp. ID #	

TYPE OF JOB	JOB DESCRIPTION:
<input type="checkbox"/> New <input type="checkbox"/> Alteration <input type="checkbox"/> Replacement <input type="checkbox"/> Special Inspection	

TYPE OF EQUIPMENT	FEE	NO.	FEE	TYPE OF EQUIPMENT	FEE	NO.	FEE
APPLICATION FEE (non-refundable)			\$145				
Gas & Oil Burning Equipment, New and/or Conversion (Vent. Conn. & Breaching included): Under 400,000 BTU	Ea. \$44			Unit Heaters (Hot Water and Steam) Under 200,000 BTU	Ea. \$23		
400,000 BTU and over	Ea. \$58			200,000 BTU and Over	Ea. \$33		
Solid Fuel Equipment (wood, fireplace, stove, etc.)	Ea. \$42			Duct Systems (Based on bid price)			
Chimney – Factory built	Ea. \$30			Under \$3,000	Ea. \$36		
Solar Equip. (Piping included)	Each Panel \$25			\$3,000 - \$6,999	Ea. \$56		
Fuel Fired Water Heaters (Piping included)				\$7,000 - \$15,000	Ea. \$74		
Like Fuel exact location replacement	Ea. \$24			Over \$15,000 \$10 per \$3K over above \$15K Duct Sys. Bid Amount:			
New	Ea. \$35			Piping (Based on bid price) Under \$2,000	Ea. \$33		
Indirect Water Heater	Ea. \$22			\$2,000 to \$7,999	Ea. \$55		
Air Conditioning				Over \$8,000 \$11 per \$3K over above \$8K Piping Bid Amount:			
Heat Pumps, Air Conditioning Units, Self-Contained - Under 15 H.P.	Ea. \$21						
Compressor – 15 H.P. to 50 H.P.	Ea. \$41			Fire Suppression/Protection:			
Over 50 H.P.	Ea. \$63			Water Sprinkler System Minimum \$50 \$.75 Per Head			
Centrifugal Units/Chiller	Ea. \$84			Other than water sprinkler system (Based on bid price)			
Absorption Units/Chiller	Ea. \$84			Under \$2,000	Ea. \$31		
Cooling Towers with Reservoir				\$2,000 to \$7,999	Ea. \$56		
Capacity: Under 500 Gal.	Ea. \$38			Over \$8,000	Ea. \$80		
Over 500 Gal.	Ea. \$67			Gas Piping (Each new outlet)	\$9		
Evaporator Coils: Under 180,000 BTU	Ea. \$27			Miscellaneous Equipment Other than Listed			
180,000 BTU and over	Ea. \$38			(Contact Inspector for Fee)			
Refrigeration Systems	Ea. \$18						
Under 5 H.P. (Split System)	Ea. \$27						
5 H.P. to 50 H.P. (Split System)	Ea. \$37			Certificate of Final Approval	No Charge		
Over 50 H.P. (Split System)	Ea. \$68			Special Inspection fee to be determined.	Minimum \$100		
Air Handlers (Ventilation & Exhaust Fans)							
0 – 150 CFM	Ea. \$15			LP Tank <input type="checkbox"/> \$40 Underground <input type="checkbox"/> \$70			
151 – 1500 CFM	Ea. \$22			TOTAL FEE			
1501 – 10,000 CFM	Ea. \$42			Permit approved by		DATE	
Over 10,000 CFM	Ea. \$68			X			

APPLICANT CERTIFIES THAT ALL INFORMATION GIVEN IS CORRECT AND THAT ALL PERTINENT MECHANICAL ORDINANCES WILL BE COMPLIED WITH IN PERFORMING THE WORK FOR WHICH THIS PERMIT IS ISSUED.

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 Licensed Mechanical Contractor: **X** _____ Date: _____

IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO SCHEDULE INSPECTIONS WHEN WORK IS READY.
NO WORK IS TO BE CONCEALED OR COVERED UNTIL INSPECTED AND APPROVED BY THE MECHANICAL INSPECTOR.

EXHIBIT 2

✉ On 2/27/2020 12:26:00 PM, MI LARA FOIA Center wrote:

Subject: FOIA Request :: R043701-022020

Body:

February 27, 2020

RE: PUBLIC RECORDS REQUEST of 2/20/2020, Reference # R043701-022020.

Dear Phil Forner:

The Michigan Department of Licensing and Regulatory Affairs (LARA) has received your February 20, 2020 request for records and has processed it under the provisions of the Michigan Freedom of Information Act (FOIA), 1976 PA 442, MCL 15.231 *et seq.*

You requested the following:

"MCL 125.1510 states in part: "The application shall be on a form prescribed by the commission and shall be accompanied by payment of the fee established by the enforcing agency." Please provide a copy of the last form prescribed by the Commission in 2017."

Your request has been denied. Please see comments below.

Comments:

To the best of LARA's knowledge, information, and belief, the records you requested do not exist under the description given or another reasonably known to LARA. MCL 15.235(5)(b).

As to the denial of your request, under section 10 of the FOIA, MCL 15.240, LARA is obligated to inform you that you may do the following:

1) Appeal this decision in writing to Appeals Officer Adam Sandoval, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, MI 48909. The writing must specifically state the word "appeal" and must identify the reason or reasons you believe the denial should be reversed. The head of the Department or her designee must respond to your appeal within 10 business days of its receipt. Under unusual circumstances, the time for response to your appeal may be extended by 10 business days.

2) Commence an action in the Court of Claims within 180 days after the date of the final determination to deny the request. If you prevail in such an action, the court is to award reasonable attorney fees, costs, and disbursements, and possible damages.

If you have questions concerning this matter, please email us at larafoiainfo@michigan.gov.

To review a copy of LARA's written public summary, procedures, and guidelines, please visit www.michigan.gov/larafoia.

Sincerely,

✉ On 2/27/2020 12:26:49 PM, MI LARA FOIA Center wrote:

Subject: FOIA Request :: R043700-022020

Body:

February 27, 2020

RE: PUBLIC RECORDS REQUEST of 2/20/2020, Reference # R043700-022020.

Dear Phil Forner:

The Michigan Department of Licensing and Regulatory Affairs (LARA) has received your February 20, 2020 request for records and has processed it under the provisions of the Michigan Freedom of Information Act (FOIA), 1976 PA 442, MCL 15.231 *et seq.*

You requested the following:

"MCL 125.1510 states in part: "The application shall be on a form prescribed by the commission and shall be accompanied by payment of the fee established by the enforcing agency." Please provide a copy of the last form prescribed by the Commission in 2018."

Your request has been denied. Please see comments below.

Comments:

To the best of LARA's knowledge, information, and belief, the records you requested do not exist under the description given or another reasonably known to LARA. MCL 15.235(5)(b).

As to the denial of your request, under section 10 of the FOIA, MCL 15.240, LARA is obligated to inform you that you may do the following:

1) Appeal this decision in writing to Appeals Officer Adam Sandoval, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, MI 48909. The writing must specifically state the word "appeal" and must identify the reason or reasons you believe the denial should be reversed. The head of the Department or her designee must respond to your appeal within 10 business days of its receipt. Under unusual circumstances, the time for response to your appeal may be extended by 10 business days.

2) Commence an action in the Court of Claims within 180 days after the date of the final determination to deny the request. If you prevail in such an action, the court is to award reasonable attorney fees, costs, and disbursements, and possible damages.

If you have questions concerning this matter, please email us at larafoiainfo@michigan.gov.

To review a copy of LARA's written public summary, procedures, and guidelines, please visit www.michigan.gov/larafoia.

Sincerely,

✉ On 2/27/2020 11:26:26 AM, MI LARA FOIA Center wrote:

Subject: FOIA Request :: R043696-021920

Body:

February 27, 2020

RE: PUBLIC RECORDS REQUEST of 2/19/2020, Reference # R043696-021920.

Dear Phil Forner:

The Michigan Department of Licensing and Regulatory Affairs (LARA) has received your February 19, 2020 request for records and has processed it under the provisions of the Michigan Freedom of Information Act (FOIA), 1976 PA 442, MCL 15.231 *et seq.*

You requested the following:

“MCL 125.1510 states in part: "The application shall be on a form prescribed by the commission and shall be accompanied by payment of the fee established by the enforcing agency." Please provide a copy of the last form prescribed by the Commission in 2020 or 2019.”

Your request has been denied. Please see comments below.

Comments:

To the best of LARA's knowledge, information, and belief, the records you requested do not exist under the description given or another reasonably known to LARA. MCL 15.235(5)(b).

As to the denial of your request, under section 10 of the FOIA, MCL 15.240, LARA is obligated to inform you that you may do the following:

1) Appeal this decision in writing to Appeals Officer Adam Sandoval, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, MI 48909. The writing must specifically state the word “appeal” and must identify the reason or reasons you believe the denial should be reversed. The head of the Department or her designee must respond to your appeal within 10 business days of its receipt. Under unusual circumstances, the time for response to your appeal may be extended by 10 business days.

2) Commence an action in the Court of Claims within 180 days after the date of the final determination to deny the request. If you prevail in such an action, the court is to award reasonable attorney fees, costs, and disbursements, and possible damages.

If you have questions concerning this matter, please email us at larafoiainfo@michigan.gov.

To review a copy of LARA’s written public summary, procedures, and guidelines, please visit www.michigan.gov/larafoia.

Sincerely,

EXHIBIT 3

Application to Administer and Enforce
Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes / Administrative Services Division
P.O. Box 30254, Lansing, MI 48909
517-241-9303
E-Mail: lara-bcc-Boards-Commissions@michigan.gov
www.michigan.gov/bcc

Authority: 1972 PA 230	LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.
Penalty: Failure to provide the information may result in denial of your request.	

NAME OF GOVERNMENTAL SUBDIVISION		CONTACT PERSON (Elected Official)	
ADDRESS (Street Number and Name)			
CITY	COUNTY	STATE MI	ZIP CODE
TELEPHONE NUMBER (Include Area Code)	FAX NUMBER (Include Area Code)	E-MAIL ADDRESS	

Code Adoption			
<input type="checkbox"/> Administration and enforcement of 1972 PA 230 (the Act) and the state construction code, is to be pursuant to MCL 125.1508b, Section 8b(6) of the Act. If only requesting authority to enforce a part of the state code as defined in MCL 125.1502a, Section 2(a)(1)(I) of the Act and as provided for in MCL 125.1504, Section 4(2) of the Act, please check the part or parts for which you are requesting authority.			
<input type="checkbox"/> Building	<input type="checkbox"/> Electrical	<input type="checkbox"/> Mechanical	<input type="checkbox"/> Plumbing

<p>By checking the boxes below you are certifying the following:</p> <p><input type="checkbox"/> A copy of the certified, adopted ordinance is attached.</p> <p><input type="checkbox"/> The governmental subdivision and the enforcing agency are qualified by experience or training to administer and enforce this act and the code and all related acts and rules.</p> <p><input type="checkbox"/> Agency personnel are provided as necessary.</p> <p><input type="checkbox"/> Administrative services are provided.</p> <p><input type="checkbox"/> Plan review services are provided.</p> <p><input type="checkbox"/> Timely field inspection services will be provided.</p> <p><input type="checkbox"/> A Construction Board of Appeals is in place per MCL 125.1514.</p> <p><input type="checkbox"/> Enforcing agency has immediate access to the codes & standards for which you have applied to administer & enforce.</p>

Certification	
<p>I certify the governmental subdivision listed above meets the requirements of 1972 PA 230, MCL 125.1508b, Section 8b(6) and the information given in this application to administer and enforce is true and accurate to the best of my knowledge. I am aware that failure to follow the duties recognized under 1972 PA 230, the code, and our ordinance may result in withdrawal of responsibility to administer and enforce the act and code.</p>	
Name of Elected Official (Type or Print) _____	Title _____
Signature of Elected Official _____	Date _____

Application to Administer and Enforce

Page two

The following items are requirements approved by the State Construction Code Commission. Bureau of Construction Code staff will not review or analyze these documents. Only documents received 60 days prior to the date of the Commission meeting will be included in the Commission agenda packet for their review.

Reason for application. This would include indicating how permit applications and inspections are currently being handled and how this will be improved by changing who is enforcing the codes.

Identify affected parties. This would include what impact this will have on the agency currently enforcing the codes and how the change will improve the service to the end user.

Registration of governmental subdivision and enforcing agency personnel. Indicate that the Building Official is employed by the municipality and include copies of any contracts with private contractors.

Indicate makeup of **Construction Board of Appeals** members and provide process and forms for appeal.

List of administrative personnel and services provided including FOIA, document retention schedule and location of records/documents.

Provide drafts of all public facing documents including permits, correction/violation notices, certificate of occupancy, notice to appear or show cause and stop work orders.

Indicate your **process for establishing reasonable fees.**

Provide draft of proposed fees for permits, plan reviews, inspections, certificate of use and occupancy and registration of licenses.

Provide copies of draft budget for the department. If a private company is being used and a percentage of the fees collected will be returned to the municipality provide budget indicating how that money will be used.

Documents and/or questions should be submitted either via email to:

LARA-BCC-Boards-Commissions@michigan.gov

or USPS to:

**Construction Code Commission
c/o BCC-Administrative Services Division
P.O. Box 30254
Lansing, MI 48909**

BCC will forward your information to the Commission for response.