

MECHANICAL PERMIT APPLICATION

Imperial Municipal Services
263 Northland Drive
Rockford, MI 49341
(616) 863-9294
(800) 442-2794

Bldg. Permit # _____
Mechanical Permit # _____
Check # _____ Date _____

Chester Township
3509 Sehler St.
P.O. Box 115
Conklin, MI 49403
(616) 899-5544
mail@chester-twp.org

I. Job Location

Chester Township Use ONLY

NAME OF OWNER/AGENT/SCHOOL/ STATE DEPT.	HAS A ZONING 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)	HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Required

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)	UIA 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 the following:

1. One & two family dwellings when the total building heating/cooling system input rating is 375,000 Btu's or less.
2. Alterations & 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

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 herby 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. Fee Schedule

Item #2, Residential Heating System: This item is used for the installation of a heating system in a new residential structure. Items #11 Gas Piping and #26 Duct need not be added. Replacement systems should be itemized.

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.

	Fee	# of Items	Total
1. Application Fee (non-refundable)	\$50.00	1	\$50.00
2. Residential Heating System (includes duct & pipe) New Building Only*	\$50.00		
3. Gas/Oil Burning Equipment (furnace, roof top units, generators)	\$30.00		
4. Boiler	\$30.00		
5. Water Heater (gas piping & venting-direct replacement only)	\$5.00		
6. Damper (control, back-draft, barometric or fire/smoke)	\$5.00		
7. Solid Fuel Equipment (includes chimney)	\$30.00		
8. Chimney, factory built (installed separately), B Vent, PVC Venting	\$20.00		
9. Gas Burning Fireplace	\$30.00		
10. Solar; set of 3 panels-fluid transfer (includes piping)	\$15.00		
11. Gas Piping; each opening-new install (residential)	\$5.00		
12. Air Conditioning (incl. split systems) RTU-Cooling Only	\$30.00		
13. Heat Pumps (split systems) or Geothermal (complete residential)	\$30.00		
14. Dryer, Bath & Kitchen Exhaust (residential ducting not included)	\$5.00		
15. Humidifiers/Air Cleaners	\$10.00		
Tanks			
16. Aboveground (other than L.P.)	\$20.00		
17. Aboveground Connection	\$20.00		
18. Underground (other than L.P.)	\$25.00		
19. Underground Connection	\$25.00		
Piping (ALL piping-minimum fee \$5.00)			
20. Fuel Gas Piping	\$.05/ft		
21. Process Piping	\$.05/ft		
22. Hydronic Piping	\$.05/ft		
23. Refrigeration Piping	\$.05/ft		
24. Commercial Air Conditioning Piping	\$.05/ft		

*See VII. Fee Schedule Item #2 above

NOTE: Under special circumstances Chester Township will assess an hourly fee for inspection services at a rate of \$50.00 per hour.

VIII. Instructions for Completing Application

General: Mechanical work shall not be started until the application for permit has been filed with Chester Township. 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, providing as much advance notice as possible. The inspector will need the job location and permit number.**

Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED OR REINSTATED.**

	Fee	# of Items	Total
25. Exhausters (commercial)	\$15.00		
26. Duct-minimum fee \$25.00	\$.10/ft		
27. Heat Pumps; Commercial (pipe not included)	\$20.00		
Air Handlers/Heat Wheels			
28. Under 10,000 CFM	\$20.00		
29. Over 10,000 CFM	\$60.00		
30. Commercial Hoods	\$15.00		
31. Heat Recovery Units	\$10.00		
32. V.A.V Boxes (all variable volume or zone damper equipment)	\$10.00		
33. Unit Ventilators/PTAC Units	\$10.00		
34. Unit Heaters (terminal units)	\$15.00		
35. Fire Suppression/Protection (includes piping)-minimum fee \$20.00	\$.75/head		
36. Coils (Heat/Cool)	\$30.00		
37. Refrigeration (split system)	\$30.00		
Chiller/Cooling Towers			
38. Chiller-Refrigeration	\$30.00		
39. Chiller-Air Conditioning	\$30.00		
40. Cooling Towers-Refrigeration	\$30.00		
41. Cooling Towers-Air Conditioning	\$30.00		
42. Compressor/Condenser	\$30.00		
Inspections			
43. Special Insp. (pertaining to sale of bldg.)	\$50.00		
44. Additional Inspection	\$50.00		
45. Final Inspection	\$50.00	1	\$50.00
46. Certification Fee	\$30.00		
Total Fee (Must include the \$50 non-refundable application and \$50 final inspection fees)			

MAKE CHECKS PAYABLE TO "CHESTER TOWNSHIP"

Authority: 1972 PA230
Completion: Mandatory to obtain permit
Penalty: Permit can not be issued

Chester 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.