

Residential & Commercial properties are the same fee schedule (except construction document reviews)

## MECHANICAL PERMIT APPLICATION

PENN TOWNSHIP  
John Dobberteen – Mechanical Inspector  
Phone (269-651-4567)

### I. Project or Facility Information

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 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 <b>OF:</b>			

### II. Applicant/Contractor 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 IF APPLICABLE (or reason for exemption)				
WORKERS COMPENSATION INSURANCE CARRIER IF APPLICABLE (or reason for exemption)		UIA NUMBER IF APPLICABLE (or reason for exemption)		

### III. Type of Job

- Single Family  New  Special Inspection  State Owned  
 Other  Alteration  Premanufactured Home Setup (State Approved)  
 Manufactured Home Setup (HUD Mobile Home)

### IV. Plan Review Information

**Construction document review and the appropriate deposit (65% of permit fees for commercial plan reviews, \$125.00 for residential plan reviews), 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 in 375,000 Btu's or less. (To include all fuel gas appliances)
- Alterations and repair work determined by the mechanical official to be of a minor nature.
- All commercial use permits require Construction Document Review
- Work completed by a governmental subdivision or state agency costing less than \$15,000.00.  
(Code Support – 2021 Michigan Mechanical Code 106.4 & 107.1)

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

What is the total building Btu? \_\_\_\_\_

Review Required  Review 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.

I, \_\_\_\_\_ (name) \_\_\_\_\_ (title) attest that the statements, specifications, and documents submitted with this application are true and complete and contain a correct description of the building or structure, lot or parcel or proposed work. I further attest that this application complies with the requirements of MCL 125.1510 and I am a person authorized under MCL 125.1510(2) to make the statements and attestations contained in this application under MCL 125.1510(2).

SIGNATURE OF CONTRACTOR OR OWNER (REQUIRED TO PROCESS APPLICATION)	DATE
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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 #17 Gas Piping and #18 Duct need not be added. Replacement systems should be itemized.

	Fee	# of Items	Total
1. Application Fee (non-refundable)	\$75.00	1	\$75.00
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	\$25.00		
37. Gas Burning Fireplace	\$30.00		
9. Solar; set of 3 panels-fluid transfer (includes piping)	\$20.00		
10. Gas Piping; each opening-new install (residential)	\$5.00		
11. Air Conditioning (incl. split systems) RTU-Cooling Only	\$30.00		
12. Heat Pumps (split systems) or Geothermal (complete residential)	\$30.00		
13. Dryer, Bath & Kitchen Exhaust (residential ducting not included)	\$5.00		
16. Humidifiers/Air Cleaners	\$10.00		
<b>Tanks</b>			
14. Aboveground	\$20.00		
38. Aboveground Connection	\$20.00		
15. Underground	\$25.00		
39. Underground Connection	\$25.00		
<b>Piping (ALL piping-minimum fee \$25.00)</b>			
17. Fuel Gas Piping	\$.05 /ft		
40. Process Piping	\$.05 /ft		
41. Hydronic Piping	\$.05 /ft		
42. Refrigeration Piping	\$.05 /ft		
46. Commercial Air Conditioning Piping	\$.05 /ft		

	Fee	# of Items	Total
43. Exhausters (commercial)	\$15.00		
18. Duct - minimum fee \$25.00	\$.10 /ft		
19. Heat Pumps; Commercial (pipe not included)	\$20.00		
<b>Air Handlers/Heat Wheels</b>			
20. Under 10,000 CFM	\$20.00		
21. Over 10,000 CFM	\$60.00		
22. Commercial Hoods	\$15.00		
23. Heat Recovery Units	\$10.00		
24. V.A.V. Boxes (all variable volume or zone damper equipment)	\$10.00		
25. Unit Ventilators/PTAC Units	\$10.00		
26. Unit Heaters (terminal units)	\$15.00		
27. Fire Suppression/Protection (includes piping)-minimum fee \$20.00	\$.75 / head		
28. Coils (Heat/Cool)	\$30.00		
29. Refrigeration (split system)	\$30.00		
<b>Chiller/Cooling Towers</b>			
30. Chiller-Refrigeration	\$30.00		
44. Chiller-Air Conditioning	\$30.00		
31. Cooling Towers-Refrigeration	\$30.00		
45. Cooling Towers-Air Conditioning	\$30.00		
32. Compressor/Condenser	\$30.00		
<b>Inspections</b>			
33. Special Inspection/Gas line Inspection	\$75.00		
34. Rough/Additional Inspection	\$75.00		
35. Final Inspection	\$75.00	1	\$75.00
36. Certification Fee	\$30.00		

\*See VII. Fee Schedule Item #2 above

**Total Fee** (Must Include the \$75 non-refundable application and \$75 final inspection fees. Also, must include the number of inspections required by the mechanical code.)

**VIII. Instructions for Completing Application**

**General:** Mechanical work shall not be started until the application for permit has been filed. All installations shall be in conformance with the Michigan Mechanical Code. **No work shall be concealed until it has been inspected.** The telephone number for the inspector will be provided on the permit form. **When ready for an inspection, call the inspector providing as much advance notice as possible.** The inspector will need the **job location** and **permit number**. *Schedule permitting, an inspector will respond to an inspection request within 2-3 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.**

**Make Checks Payable to: Penn Township**

Mail to:  
 Dobberteen Inspections  
 400 S Monroe  
 Sturgis, MI 49091