



Mechanical Permit Application
 Flushing Township
 6524 N Seymour Rd,
 Flushing Township, MI 48433
 Phone: 810-659-0800 Fax: 810-659-4212
 Office Hours: M-Th 8am-6pm (closed Friday)

Mechanical Permit # _____

Date of Application: _____

I. JOB LOCATION ALL INFORMATION MUST BE LEGIBLE

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 Address & Phone Number)	

II. CONTRACTOR/HOMEOWNER INFORMATION

Name of Applicant <input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	Name	Company Name	Contractor License Number	Expiration Date
Street Address		City	State	Zip Code
Telephone Number (include Area Code)	Contact E-mail		Federal Employer ID Number (or reason for exemption)	
Workers Compensation Insurance Carrier	Policy #	Expiration	UIA Number (or reason for exemption)	
Liability Insurance Company	Policy #	Expiration		

III. TYPE OF JOB

<input type="checkbox"/> Single Family <input type="checkbox"/> New	<input type="checkbox"/> Pre-manufactured Home Setup (State Approved)	<input type="checkbox"/> State Owned
<input type="checkbox"/> Other <input type="checkbox"/> Alteration	<input type="checkbox"/> Manufactured Home Setup (Mobile Home) <input type="checkbox"/> LP Tank	<input type="checkbox"/> School

IV. DESCRIPTION OF WORK

V. PLAN REVIEW REQUIRED

Plans must be submitted with your application and the required fee paid 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

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.

Township of Flushing Plan Review Approved _____ **Plans Not Required:** _____

VI. NOTICE TO APPLICANT

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 to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

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 Michigan Mechanical Code and **shall not be enclosed, covered up, or put in operation** until it has been **inspected** and **approved** by the Flushing Township Mechanical Inspector. I will cooperate with the Flushing Township Mechanical Inspector and assume the responsibility to arrange for necessary inspections.

SIGNATURE OF CONTRACTOR OR HOMEOWNER (Homeowner's signature indicates compliance with Section VI. Homeowner Affidavit)	DATE
---	-------------

VIII. FEE CHART - ENTER THE NUMBER OF ITEMS BEING INSTALLED, MULTIPLY BY THE UNIT PRICE FOR TOTAL FEE							
<input checked="" type="checkbox"/> Residential Heating System: This item is used for the installation of a heating system in a new residential structure. Items #13 (gas piping) and #17 (duct) should not be charged. Replacement systems should be itemized.							
	FEE	#ITEMS	TOTAL		FEE	#ITEMS	TOTAL
1. Registration Fee	\$15.00			Air Handlers/ Heat Wheels Continued			
2. Application Fee (nonrefundable)	\$45.00	1	\$45.00	19. Commercial Hoods	\$15.00		
3. New, Single-Family Residence include: furnace, vents, ducts, chimney, A/C <input checked="" type="checkbox"/> *Each additional furnace	\$155.00 ----- *\$80.00	-----	-----	20. Refrigeration (split system)	\$30.00		
4. Gas/Oil Burning Equipment (furnace) *New and/or Conversion Units or Boilers	\$30.00			21. V.A.V. Boxes	\$25.00		
5. Air Conditioning (includes split systems)	\$30.00			22. Commercial Unit Ventilators & Exhaust Fans	\$25.00		
6. Water Heater (a separate Mech./Elect. Permit may also be required)	\$15.00			23. Fire Suppression/Protection (minimum fee \$20.00)	\$.75/ head		
7. Humidifiers	\$10.00			24. Evaporator Coils	\$30.00		
8. Flue/Vent damper	\$10.00			25. Chiller	\$30.00		
9. Solid fuel equipment (includes chimney)	\$30.00			26. Cooling Towers	\$30.00		
10. Gas burning fireplace	\$30.00			27. Compressor	\$30.00		
11. Gas piping (includes 1 test & 5 openings) *Each addt. opening beyond 5	\$30.00 ----- *\$5.00			Systems using ASME Containers			
12. Residential Heating Zones	\$15.00			28. 1000 lb. Capacity	\$15.00		
13. Residential Bath & Kitchen Exhaust	\$10.00			29. 1001 to 2500 lb. Capacity	\$20.00		
14. Piping/Process piping (minimum fee 25.00)	\$.05/ft			30. 2501 to 5000 lb. Capacity	\$30.00		
15. Duct – (minimum fee 25.00)	\$.10/ft			31. Over 5000 lb. Capacity	\$40.00		
16. Heat Pumps: Commercial (pipe not included)	\$20.00			32. Commercial Plan Review	\$500.00		
Air Handlers/ Heat Wheels				33. Rough Inspection / Special Inspection / Re-Inspection	\$60.00		
17. Under 10,000 CFM	\$20.00			34. Final Inspection	\$60.00	1	\$60.00
18. Over 10,000 CFM	\$60.00			35. Electronic Archiving Fee - Minimum \$5	1% of permit	1	
				TOTAL FEE			

IX. FURTHER INSTRUCTIONS FOR COMPLETING APPLICATION

General: Mechanical work shall not be started until the application for permit has been filed with Flushing Township. 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 inspection is provided on the permit form. When ready for an inspection, call the Township Offices, providing no more than 7 days' notice. Please have the permit number and address when calling the offices, you must speak with a building assistant to schedule an inspection, voicemails will not guarantee scheduling.

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. A fee may be charged to re-open a closed permit.**