

**CITY OF PONTIAC**  
**DEPARTMENT OF BUILDING & SAFETY**

47450 Woodward Avenue  
 Pontiac Michigan 48342  
 248-758-2800/FAX 248-758-2827

**APPLICATION FOR MECHANICAL PERMIT**

Authority: P.A. 230 of 1972, As Amended Completion: Mandatory to Obtain Permit Penalty: \$200.00 If Work Started Without Permit	The Building & Safety Department will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, handicap, or political beliefs.
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<b>I. PROJECT INFORMATION</b>		<b>Building Permit Number</b> _____	
Project Name _____		Parcel Number _____	Permit Number _____
City <b>PONTIAC</b> State <b>MICHIGAN</b>		Address _____	
Between _____ And _____		County <b>OAKLAND</b>	Zip Code _____
		<b>Has a building permit been obtained for this project?</b> _____ Yes _____ No _____ Not Required	

<b>II. IDENTIFICATION</b>			
<b>A. HOMEOWNER INFORMATION</b>			
Name _____		Address _____	
City _____	State _____	Zip Code _____	Telephone Number _____
<b>B. CONTRACTOR INFORMATION</b>			
Name _____		Address _____	
City _____	State _____	Zip Code _____	Telephone Number _____
State License Number _____	Expiration Date _____	Local License Number _____	Expiration Date _____
State Registration Number _____	Expiration Date _____	Social Security Number _____	
Federal Employer ID Number or Reason For Exemption _____		Workers Comp Insurance Carrier or Reason For Exemption _____	
MESC Employer Number or Reason For Exemption _____			

**A Non-Refundable Fee of \$35.00 will be charged for processing Mechanical Permit Applications.**

<b>III. TYPE OF JOB AND IMPROVEMENT</b>		_____ <b>Single Family</b>	_____ <b>Commercial</b>	_____ <b>Other</b>
1. _____ New Building	2. _____ Alteration	3. _____ L P Tank	4. _____ Special Inspection	5. _____ Addition
6. _____ State Owned	7. _____ School	8. _____ Pre-manufactured Home Setup (State Approved)		
9. _____ Manufactured Home Setup (HUD Mobil Home)				

<b>IV. PLAN REVIEW REQUIRED</b>
See below for plan review requirements before completing this section. Plans and specifications must be submitted for one- and two-family dwellings when the input rating of the building heating/cooling system exceeds 375,000 BTU's. What is the rating of the heating system in this building? _____ What is the building size in square feet? _____ <b>Have plans been submitted?</b> _____ Yes _____ No _____ Not required

**Plans are required for all building types and 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 architect's or engineer's signature and seal, except:**

- 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

**PLANS MUST BE SUBMITTED BEFORE A PERMIT CAN BE ISSUED.**

<b>V. APPLICANT SIGNATURE</b>	
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 ( <u>Homeowner signature indicates compliance with Section VI, Homeowner Affidavit</u> ) _____	Date _____

**VI. HOMEOWNER AFFIDAVIT**

I hereby certify that the mechanical work described on this permit application shall be installed **by myself in my own home** in which I am living or about to occupy. All work shall be installed in accordance with the State Mechanical Code and **shall not be enclosed, covered up,** or put into operation until it has been **inspected** and **approved** by the designated Mechanical Inspector. I will cooperate with the Mechanical Inspector and assume the responsibility to arrange for necessary inspections. I understand that any **re-inspection fee(s) must be paid prior to re-inspection.**

**VII. FEE CLARIFICATIONS**

ITEM # 2, RESIDENTIAL HEATING SYSTEM:

This item is used for the installation of a heating system in new residential structure. Items # 10; Gas Piping and # 18; Duct, **SHOULD NOT BE** charged. Replacement systems should be itemized.

**VIII. FEE SCHEDULE: PLEASE INDICATE AT THE LEFT, EACH ITEM OF INFORMATION PERTINENT TO YOUR MECHANICAL INSTALLATION PERMITS.**

✓	FEES	MECHANICAL FEE SCHEDULE-DESCRIPTIONS
	<b>205.00</b>	New Home Set-Up Fee (does not include Central Air Conditioning)
	<b>205.00</b>	Complete Renovation ( <b>CONDEMNATION</b> )
	<b>75.00</b>	Minimum Fee
		<b>HEATING EQUIPMENT – NEW INSTALLATION OR REPLACEMENT FURNACES</b>
		<b>Over 40,000 to 100,000 BTU Per Hour:</b>
	<b>40.00</b>	1. First 10 Units at Each Occupancy – Each Unit
	<b>30.00</b>	2. Each Additional unit Over 10 at Same Occupancy
		<b>Over 200,000 to 400,000 BTU Per Hour:</b>
	<b>47.00</b>	Each Unit
	<b>32.00</b>	Qty. _____ WATER HEATER, Qty. _____ CHIMNEY LINER, Qty. _____ FIRE PLACE, Qty. _____ FIRE DAMPERS
		<b>GAS PIPING SYSTEM PERMIT:</b>
	<b>64.00</b>	1. Gas Pressure and Piping Test 0 --- (15 lbs. Of pressure on 30 lb. Gauge for 24 Hours)
	<b>32.00</b>	Each System (Furnace, Water Heater, Dryer, Range). <b>Note:</b> Domestic Hot Water Supply Heaters of Boilers Having Inputs 50,000 BTU and Over Shall Require Burner Permit As Per BTU of Equipment.
		<b>SPACE HEATING/COOLING DISTRIBUTION SYSTEMS: DUCT WORK ONLY:</b>
	<b>50.00</b>	Up to 200,000 BTU or Less Fuel Input Per Hour
	<b>60.00</b>	Over 200,000 to 400,000 BTU Fuel Input Per Hour
	<b>75.00</b>	Over 400,000 to 2,000,000 BTU Fuel Input Per Hour
	<b>80.00</b>	Over 2,000,000 to 5,000,000 BTU Fuel Input Per Hour
		<b>COMFORT COOLING EQUIPMENT AND SYSTEMS:</b>
		Self contained units or systems having an approved rated capacity Of 60,000 BTU per hour or 5 tons or less:
	<b>50.00</b>	1. First 10 Units at Same Location/Ea Unit
	<b>32.00</b>	2. Additional Units Over 10 at Same Location /Ea Unit
	<b>57.00</b>	60,000 BTU (5 Tons) to 120, 000 BTU (10 Tons)/ Ea Unit
	<b>67.00</b>	120,000 BTU (10 Tons) to 600,000 BTU (50 Tons)/Ea Unit
	<b>100.00</b>	600,000 BTU (50 Tons) to 1,500,000 BTU (125 Tons)/Ea Unit
	<b>30.00</b>	<b>ALTERATIONS TO EACH SYSTEM:</b>
		(This doesn't include additional compressors. Compressors require installation permits based on their BTU or Tonnage capacity).
		<b>REFRIGERATION SYSTEM FOR OTHER THAN COMFORT:</b>
		<b>Self contained system activated by motors, or engines:</b>
	<b>50.00</b>	Units up to 5HP - Each Unit
		<b>COMMERCIAL CLOTHES DRYER FOR INSTALLATION OR REPLACEMENT:</b>
	<b>30.00</b>	Same Location – Each Unit
		<b>LIQUEFIED PETROLEUM GAS SYSTEMS AND STORAGE:</b>
	<b>42.00</b>	Over 500 Gallons to 1,200 Gallons
	<b>47.00</b>	Over 1,200 Gallons
		<b>FIRE SUPPRESSION SYSTEMS</b>
	<b>50.00</b>	Inspection of Sprinkler Head - First 10 Heads
	<b>5.00</b>	All Other Heads Over 10
		<b>COMMERCIAL HOOD SYSTEMS</b>
	<b>164.00</b>	Each New or Modified System
		<b>DUCT SYSTEMS – INSTALLATION, ALTERATION OR ADDITIONS:</b>
	<b>27.00</b>	Up to 1,000 Cubic Feet Per Minute of Air
	<b>32.00</b>	Over 1,000 CFM to 2,000 CFM

VIII. FEE SCHEDULE CONTINUED:		
PLEASE INDICATE AT THE LEFT, EACH ITEM OF INFORMATION PERTINENT TO YOUR MECHANICAL INSTALLATION PERMITS		
✓	Fee	Mechanical Fee Schedule Description
	37.00	Over 2,000 CFM to 4,000 CFM
	42.00	Over 4,000 CFM to 20,000 CFM
	47.00	Over 20,000 CFM to 50,000 CFM
		<b>Refrigeration System For Other Than Comfort Cooling</b>
		System/Compressor, Activated by Motors or Engines:
	50.00	Self-contained system activated by motors or engines, units up to 5HP
	39.00	Self-contained system activated by motors or engines, greater than 5 up to 10 HP
	49.00	Self-contained system activated by motors or engines, greater than 10 up to 50 HP
	59.00	Self-contained system activated by motors or engines, greater than 50 up to 1255 HP
		<b>INSTALLATION PERMIT – TANK (Fuel Oil or other)</b>
		Each Tank, Not Exceeding 550 Gallons
	24.00	Above ground, not exceeding 550 gallons
	31.00	Below ground, not exceeding 550 gallons
	42.00	Over 550 Gallons to 5,000 Gallons
	47.00	Over 5,000 Gallons to 20,000 Gallons
	57.00	Over 20,000 Gallons to 50,000 Gallons
	70.00	Over 50,000 Gallons to 200,000 Gallons
	95.00	Over 200,000 Gallons
	25.00	Air/Exhaust Vents
	10.00	Each Additional Vent
		<b>AIR HANDLING EQUIPMENT OR SYSTEMS:</b>
	25.00	Blower, fans, and electronic air cleaner, new installation, up to 4,000CFM
	40.00	Blower, fans, and electronic air cleaner, new installation, over 4,000 to 50,000 CFM
	10.00	Heat recover unit/radiator
		<b>MOBILE HOME MECHANICAL HOOK-UP:</b>
	75.00	Per Unit
		<b>SPECIAL MECHANICAL INSPECTION FEES:</b>
	50.00	Inspection For The Purpose Of Determining Conformance With Code
	50.00	Re-inspection of work not ready
	50.00	Re-inspection of uncorrected violation by compliance deadline
	50.00 per hour	Out of regular hour inspection fee; minimum three hours
	100.00	Boiler 200000 BTU
		<b>PIPING</b>
	32.00	Medical Gas, Process Piping, Hydronic Piping, Refrigeration Piping Each System
	32.00	Pressure Test each System
	0.05 each ft.	Fuel gas, process, hydronic, refrigeration, commercial air conditioning
		<b>Penalty Fee</b>
	200.00 Penalty	Work done without permit
	15.00	Contractor Registration

**SCOPE OF WORK:**


<b>PROCESSING FEE</b>	<b>\$35.00</b>
<b>TOTAL AMOUNT DUE</b>	<b>\$</b>
<b>CHECK NUMBER</b>	<b>{                      }</b>
<b>Approved By:</b>	<b>Date:</b>
<b>Title:</b>	