

**INGERSOLL TOWNSHIP**

**MECHANICAL PERMIT APPLICATION**  
Revised 2/24/23

**I. JOB LOCATION**

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

**I. CONTRACTOR/HOMEOWNER INFORMATION**

Contractor <input type="checkbox"/>	Name	License Number	Expiration Date
Homeowner <input type="checkbox"/>			
Street Address (Street No. and Name)		City/Village	Township County
Telephone Number		Federal Employer ID Number (or reason for exemption)	
Workers Compensation Insurance Carrier (or reason for exemption)		MESC Employer Number or reason for exemption)	

**III. TYPE OF JOB**

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

**IV. PLAN REVIEW REQUIRED**

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 building size in square footage? \_\_\_\_\_

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

Have plans been submitted? (See below for plan review requirements before completing this section.)  
YES  NO  NOT REQUIRED

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 Act No. 299 of the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal, 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 feet.
4. 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.**

**V. 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.

**VI. 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 (Homeowner's signature indicates compliance with Section V Homeowner Affidavit.)	Date
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**COMPLETE APPLICATION ON BACK SIDE**

## MECHANICAL PERMIT APPLICATION

### VII. FEE CLARIFICATION

**RESIDENTIAL HEATING SYSTEM:**

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

**VIII. FEE CHART** - Enter the number of items being installed, multiply by the unit price for total fee.

DESCRIPTION	FEE	#	TOTAL	DESCRIPTION	FEE	#	TOTAL
<b>Application Fee (No Refund)</b>	<b>50.00</b>	<b>1</b>	<b>50.00</b>	Heat Pumps; Commercial (pipe not included)	20.00		
Residential Heating System (includes duct & pipe)	35.00			Air Handlers/Heat Wheels; *Under 10,000 CFM	20.00		
Gas/Oil Burning Equipment New and/or Conversion Units/Generators	30.00			*Over 10,000 CFM	60.00		
Residential Boiler	30.00			Commercial Hoods	15.00		
Water Heater	5.00			Heat Recovery Unit	10.00		
Flue/Vent Damper	5.00			V.A.V. Boxes	10.00		
Solid Fuel Equip (incl chimney) Gas Burning Fireplace	30.00			Unit Ventilators	10.00		
Chimney, Factory built - Installed separately	15.00			Unit Heaters (Terminal Units)	10.00		
Solar; set of 3 panels (includes piping)	20.00			Fire Suppression/Protection (minimum of \$20.00)	0.75/head		
Gas Piping; up to 4 openings - New installation	5.00			Evaporator Coils	30.00		
Air Conditioning -incl split System	20.00			Refrigeration (Split System)	30.00		
Heat Pumps; Complete Res.	30.00			Chiller	30.00		
Bath & Kitchen Exhaust	4.00			Cooling Towers	30.00		
Tanks: Aboveground	20.00			Compressor	30.00		
Underground	20.00			Safety/Special Insp -incl. Cert Fee	45.00		
Humidifiers	7.00			Addition Inspection	30.00		
Piping (minimum of \$15.00)	0.05/ft			<b>Final Inspection</b>	<b>50.00</b>	<b>1</b>	<b>\$50.00</b>
Duct (minimum of \$15.00)	0.08/ft			Certification Fee	10.00		
<b>TOTAL</b>							

### 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 Mechanical Code. **No work shall be concealed until it has been inspected.** When ready for inspection, call the inspector 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 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 CANCELLED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELLED PERMITS CANNOT BE REFUNDED OR REINSTATED.**

The Township will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, handicap or political beliefs.

**Make Checks payable to:**

Ingersoll Township

**Mail Permits to:**

Greg Younk

2251 N. Eight Mile Road

Sanford, MI 48657