

Mechanical Permit Application
 City of Fenton, MI
 301 S. Leroy Street, Fenton, MI. 48430
 810-629-2261
www.cityoffenton.org

Authority : 1972 PA 230 Completion: Mandatory to obtain permit Penalty: permit cannot be issued

I. Job Location

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 & Name)		CITY of FENTON	GENESEE COUNTY

II. Contractor / Homeowner Information

INDICATE WHO THE APPLICANT IS <input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	NAME OF MECHANICAL CONTRACTOR / HOMEOWNER	STATE LICENSE NUMBER	EXPIRATION DATE
ADDRESS (Street number & Name)		Applicant Email	
CITY	STATE	ZIP CODE	
TELEPHONE NUMBER (Include Area Code)		FEDERAL EMPLOYER ID NUMBER (or reason for exemption)	
WORKERS COMPENSATION CARRIER (or reason for exemption)		UIA NUMBER (or reason for exemption)	

III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Premanufactured Home Setup (State Approved)
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> LP Tank	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)

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:

- 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 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.

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

What is the building 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 seal and signature.

BCC Plan Review Project No. _____ Plans 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 subject to civil fines.

Signature of Contractor or Homeowner (Homeowner signature indicates compliance with Section VI., Homeowner Affidavit)	DATE
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VI. Homeowner Affidavit

I hereby certify the electrical 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 Electrical Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the City Electrical Inspector. I will cooperate with the City Electrical Inspector and assume responsibility to arrange for necessary inspections.

VII. Fee Clarification

Item #2, Residential Heating System: This item is used for the installation of a heating system in a new residential structure. Item #11 Gas piping and #18 Duct SHOULD NOT BE charged. Replacement Systems should be itemized.

Items #15 & #17, Tanks: A homeowner must own tank to install. If homeowner does not own tank, a licensed mechanical contractor must install tank.

VIII. Fee Chart - enter the number of items being installed, multiply by the unit price for the total fee.

	Fee	# Items	Total
1. Application Fee (non-refundable)	\$75.00	1	\$75.00
2. Residential Heating System (includes duct & piping) 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	\$ 5.00		
7. Soild Fuel Equip. (includes chimney)	\$ 30.00		
8. Gas Burning Fireplace	\$ 30.00		
9. Chimney, factory built (installed separately), B vent, PVC Venting	\$ 25.00		
10. Solar, set of 3 panels-fluid transfer (includes piping)	\$ 20.00		
11. Gas Piping; each opening - new installation (residential)	\$ 5.00		
12. Air Conditioning (includes split systems) RTU-Cooling only	\$ 30.00		
13. Heat Pumps/Geothermal (complete residential)	\$ 30.00		
14. Dryer, Bath & Kitchen Exhaust Tanks	\$ 5.00		
15. Aboveground*** (other than LP)	\$ 20.00		
16. Aboveground Connection	\$ 20.00		
17. Underground*** (other than LP)	\$ 25.00		
18. Underground Connection	\$ 25.00		
19. Humidifiers/Air Cleaners	\$ 10.00		
Piping (all piping-minimum fee \$25.00)			
20. Fuel Gas Piping	\$.05/ft.		
21. Process Piping	\$.05/ft.		
22. Hydronic Piping	\$.05/ft.		
23. Refrigeration Piping	\$.05/ft.		
24. Exhausters	\$ 15.00		

* See VII Fee Clarification, Item #17 above

** Required for all school and state-owned construction projects

The Michigan Electrical Code Rules no longer contain requirements to permit and inspect data and telecommunications wiring; therefore, this section is voluntary

	Fee	# Items	Total
25. Duct - minimum fee \$25.00	\$.10/ft.		
26. Heat Pumps; Commerical (piping not included)	\$ 20.00		
Air handlers/Heat Pumps			
27. Under 10,000 CFM	\$ 20.00		
28. Over 10,000 CFM	\$ 60.00		
29. Commerical Hoods	\$ 15.00		
30. Heat Recovery Units	\$ 10.00		
31. V.A.V. Boxes	\$ 10.00		
32. Unit Heaters/PTAC Units	\$ 10.00		
33. Unit Heaters (terminal units)	\$ 15.00		
34. Fire Suppression/Protection (includes piping) - minimum fee	\$.75/head		
35. Coils (Heat/Cool)	\$ 30.00		
36. Refrigeration (split system)	\$ 30.00		
37. Chiller	\$ 30.00		
38. Cooling Towers	\$ 30.00		
39. Compressor/Condenser	\$ 30.00		
Inspections			
40. Special Insp. (pertaining to sale of bld)	\$ 75.00		
41. Additional Inspection	\$ 75.00		
42. Final Inspection	\$ 75.00	1	\$ 75.00
43. Certification Fee	\$ 20.00		
Total Fee (Must include the \$75.00 non-refundable application fee)			

Make checks payable to "City of Fenton"

IX. Instructions for Completing Application

General: Mechanical work shall not be started until the application for permit has been filed with the City of Fenton. All installations shall be in conformance with the Michigan Mechanical Code. **No work shall be concealed until it has been inspected.** Contact the City of Fenton at 810-629-2261 to schedule an inspection, giving a minimum of 24 hours notice. Job location, condition of access and contact phone number is required for inspection.

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 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 OR REINSTATED.**

Where to Submit Application: The City of Fenton is responsible for mechanical code enforcement within the municipal limits. Permit applications may be sent to the attention of the City of Fenton Building/Zoning Department at 301 S. Leroy Street, Fenton, Michigan 48430. Questions may be directed to the department at 810-629-2261.