

# APPLICATION FOR MECHANICAL PERMIT

FOR OFFICE USE ONLY

Arenac County Building Department  
 120 N. Grove, P.O. Box 724, Standish, MI 48658  
 Ph. 989-846-9791 Fax 989-846-9188  
 E-mail: permits@arenacountymi.gov

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

**\*\*ADDRESS MUST BE CLEARLY POSTED AT THE ROAD\*\***

PM

## Job Location

Property Owner	Phone Number	Property Tax/Parcel #
Property / Site address	City	Township, City of or Village of:
Owner mailing address (Street or P.O. Box)	City	State & Zip

## Contractor information

Name of Contractor/Business	Main Phone Cell Phone
Street address	City & Zip

Preferred way to receive invoices, receipts, permits, etc:  Mail  Email

EMAIL ADDRESS (PLEASE PRINT NEATLY): \_\_\_\_\_

## Type of Job:

<input type="checkbox"/>	1-2 Family Home New Build	<input type="checkbox"/>	Commercial New Building
<input type="checkbox"/>	1-2 Family Home Remodel <b>OR</b> <input type="checkbox"/> Addition	<input type="checkbox"/>	Commercial Remodel <b>OR</b> <input type="checkbox"/> Addition
<input type="checkbox"/>	Mobile or HUD Mfg. Home Installation	<input type="checkbox"/>	Commercial Utility
<input type="checkbox"/>	State Approved Mfg. Home (Modular) Install	<input type="checkbox"/>	Safety/Special Inspection Only
<input type="checkbox"/>	Accessory Structure (Pole Barn/ Garage/ Shed)	<input type="checkbox"/>	OTHER ( <b>specify</b> )

## 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. (SEE BACK FOR FEE) Plans are not required for the following:

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.

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.

Plans Review Submission No. \_\_\_\_\_ or Plans Not Required ( )

I AM PULLING THIS PERMIT AS A HOME OWNER. I UNDERSTAND THAT DOING SO, I CAN DO THE WORK MYSELF. IF ANOTHER INDIVIDUAL OR CONTRATOR PERFORMS THE WORK, I UNDERSTAND THAT THAT INDIVIDUAL OR CONTRACTOR MUST BE LICENSED WITH THE STATE OF MICHIGAN FOR THE TYPE OF WORK BEING PERFORMED. IF THEY ARE NOT LICENSED, I MAY BECOME LIABLE TO PAY WORKERS COMPENSATION, TAXES, AND TAKE ON RESPONSIBILITY FOR INJURIES, ETC.

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. \_\_\_\_\_ INITIALS

HOMEOWNER AFFIDAVIT I hereby certify the mechanical work described on this permit application shall be installed by myself in my own home 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 into operation until it has been inspected and approved by the Arenac County Mechanical Inspector. I will cooperate with the Mechanical Inspector and assume the responsibility to arrange for necessary inspections. \_\_\_\_\_ INITIALS

Signature X \_\_\_\_\_

Signature of Mechanical Contractor or Homeowner (Homeowner signature indicates compliance with Homeowner Affidavit)

**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.

COMPLETE ON REVERSE SIDE

**Residential Boiler:** A residential boiler must be installed by a licensed mechanical contractor with a #1 classification.

**Tanks:** A homeowner must own tank to install. If homeowner does not own tank, a licensed mechanical contractor must install tank.

**DESCRIPTION OF WORK BEING DONE:** (Examples: "Adding fireplace", "installing unit heater in garage", "new home", changing out furnace", "total remodel", etc. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

		Fee	# Items	Total
1.	Administration fee, Non-refundable	\$75.00	1	<b>\$75.00</b>
2.	Initial Inspection Fee	\$55.00	1	<b>\$55.00</b>
3.	Residential Forced Air or Boiler complete system <b>CIRCLE ONE</b>	\$60.00		
4.	Gas/Oil Burning Equipment (new or conversions)	\$24.00		
5.	Furnace / Boiler / Air Conditioner "Change Out" <b>CIRCLE ALL THAT APPLY</b>	\$12.00		
6.	Outdoor Solid Fuel Systems (non-pressurized) Includes piping-Heating Exchangers	\$24.00		
7.	Solid Fuel Equipment (indoors/includes chimney)	\$24.00		
8.	Gas Burning, Fireplace (includes gas piping)	\$24.00		
9.	Chimney, Factory Built (installed separately)	\$12.00		
10.	Water Heater (gas) new or change outs	\$6.00		
11.	Exhaust Fans (dryers, kitchen, bath, etc.)	\$6.00		
12.	Vent-less Heater	\$12.00		
13.	A. Residential Gas Piping, each Opening/new installation B. Generator <b>CIRCLE ONE</b>	\$6.00		
14.	Commercial Gas Piping (min. \$30)	\$0.06/ft.		
15.	Duct (min \$30)	\$0.12/ft.		
16.	Air Conditioning ( <b>New</b> )	\$36.00		
17.	Heat Pumps or Geothermal Complete Systems	\$60.00		

		Fee	# Items	Total
18.	Air Conditioning w/heat units (includes split systems)	\$42.00		
19.	Humidifiers	\$12.00		
20.	Separate Heat Exchangers-Fan Coil Unit, etc.	\$6.00		
21.	Air Handlers/Heat Wheels under 10,000 CFM	\$30.00		
	Over 10,000 CFM	\$78.00		
22.	Commercial Hood type I or II	\$36.00		
23.	Heat Recovery Units or type of	\$18.00		
24.	Roof Top Units	\$42.00		
25.	Baseboard Heaters / Hydronic piping or Floor Loop Tubing Only	\$30.00		
26.	Wall Heaters, Tube Heaters, Unit Heaters (includes piping & venting)	\$36.00		
27.	Tank-less Water heater (w/heat system)	\$6.00		
28.	Tanks – Above or underground	\$24.00		
29.	Fire Suppression/Protection (min. \$24)	.90/head		
30.	Refrigeration (split system)	\$36.00		
31.	Special/Safety Inspection (includes cert. fee)	\$54.00		
32.	Underground Inspections	\$55.00		
33.	Plan Review /hour	\$60.00		
34.	Additional Inspections	\$55.00		
35.	Final Inspection	\$55.00		
Any other equip. required to be permitted by Mech. Code (check w/inspector)				
<b>TOTAL FEES</b>				

**MAKE CHECKS PAYABLE TO: ARENAC COUNTY BUILDING DEPT.**

**FOR DEPARTMENT USE ONLY**

Circle one:

Reviewed by: Code Official Signature \_\_\_\_\_ Date \_\_\_\_\_ MI Residential Code MI Mechanical Code Code Cycle \_\_\_\_\_

**General:** Plumbing work shall not be started until the application for the permit has been filed. All installation shall be in conformance with the Michigan Plumbing Code. No work shall be concealed until it has been inspected. When ready for an inspection, call the office providing as much advance notice as possible. The office will need the permit number and job location with address posted clearly visible from the road to avoid additional fees.

**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 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 OR REINSTATED.**

This office will not discriminate against any individual or group because of race, sex, religion, age, national origin, marital status, disabilities or political beliefs. If you need help with reading, writing, hearing, etc. under the Americans with Disabilities Act, you may make your needs known to this office.

**This institution is an equal opportunity provider.**

REVISED 11/2024