

APPLICATION FOR MECHANICAL PERMIT & PLAN EXAMINATION

Reset Form

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NILES CHARTER TOWNSHIP DEPARTMENT OF BUILDING SAFETY

320 Bell Road
Niles, Michigan 49120
Phone: 269-687-2741 Fax: 269-687-2726

AUTHORITY: 1972 PA 230
COMPLETION: MANDATORY FOR PERMIT
PENALTY: PERMIT WILL NOT BE ISSUED

DATE

AMPPE 1.0.0 5/07

I. PROJECT AND/OR OWNER INFORMATION

NAME		PROJECT ADDRESS	
CITY	STATE	ZIP CODE	PHONE/FAX

II. MECHANICAL CONTRACTOR INFORMATION

NAME		ADDRESS	
CITY	STATE	ZIP CODE	PHONE/FAX
CONTACT PERSON <small>(If different than above)</small>		CONTACT PHONE <small>(If different than above)</small>	
LICENSE NUMBER AND EXPIRATION DATE		LIC. TYPE	
FEDERAL ID NUMBER OR REASON FOR EXEMPTION			
WORKERS COMP INS OR REASON FOR EXEMPTION			
MESC NUMBER OR REASON FOR EXEMPTION			

III. TYPE OF JOB (check boxes that apply)

<input type="checkbox"/> SINGLE FAMILY	<input type="checkbox"/> NEW	<input type="checkbox"/> SPECIAL INSPECTION	<input type="checkbox"/> PREMANUFACTURED HOME SETUP (STATE)
<input type="checkbox"/> OTHER	<input type="checkbox"/> ALTERATION	<input type="checkbox"/> LP TANK	<input type="checkbox"/> MANUFACTURED HOME SETUP (HUD APPROVED)

IV. PLAN REVIEW INFORMATION (plans are NOT required for the following)

1 - One & 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 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 government subdivision or state agency costing less than \$15,000.00

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 PA 299 and shall bear that architect's or engineer's seal and signature.

V. APPLICANT CERTIFICATION

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS/HER AUTHORIZED AGENT, AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN AND THE CHARTER TOWNSHIP OF NILES. ALL INFORMATION ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

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 APPLICANT _____	EMAIL <input style="width: 90%;" type="text"/>
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VI. 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 into operation until it has been inspected and approved by the Niles Charter Township Mechanical Inspector. I will cooperate with the Niles Charter Township Mechanical Inspector and assume the responsibility to arrange for the necessary inspections. Homeowner's signature above (as applicant) indicates compliance with this affidavit. **FEE SCHEDULE ON BACK**

VII. FEE CLARIFICATION

Item #2, Residential Heating System: This item is used for the installation of a heating system in a new residential structure. Items #10; Gas Piping and #18; Duct, **SHOULD NOT BE** charged. Replacement systems should be itemized.
 Item #4, Residential Boiler: A residential boiler must be installed by a licensed boiler installer.
 Items #14 and #15, Tanks: A homeowner must own tank to install. Or, licensed mechanical contractor must install tank.

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

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	Fee	# Items	Total
1. Application Fee (non-refundable)	\$50.00	1	\$50.00
2. Residential Heating System (includes duct & pipe) New Building Only*	\$50.00		
3. Gas/Oil Burning Equipment (furnace) New and/or Conversion Units	\$30.00		
4. Residential Boiler**	\$30.00		
5. Water Heater	\$5.00		
6. Flue/Vent Damper	\$5.00		
7. Solid Fuel Equip. (includes chimney)	\$30.00		
37. Gas Burning Fireplace	\$30.00		
8. Chimney, factory built (installed separately)	\$25.00		
9. Solar, set of 3 panels (includes piping)	\$20.00		
10. Gas Piping; each opening - new installation (residential)	\$5.00		
11. Air Conditioning (includes split systems)	\$30.00		
12. Heat Pumps (complete residential)	\$30.00		
13. Bath & Kitchen Exhaust	\$5.00		
Tanks			
14. Aboveground***	\$20.00		
38. Aboveground Connection	\$20.00		
15. Underground***	\$25.00		
39. Underground Connection	\$25.00		
16. Humidifiers	\$10.00		
Piping - minimum fee \$25.00			
17. Piping	\$.05 / ft		
40. Process piping	\$.05 / ft		

	Fee	# Items	Total
18. Duct - minimum fee \$25.00	\$.10 / ft		
19. Heat Pumps; Commercial (pipe not included)	\$20.00		
Air Handlers/Heat Wheels			
20. Under 10,000 CFM	\$20.00		
21. Over 10,000 CFM	\$60.00		
22. Commercial Hoods	\$15.00		
23. Heat Recovery Units	\$10.00		
24. V.A.V. Boxes	\$10.00		
25. Unit Ventilators	\$10.00		
26. Unit Heaters (terminal units)	\$15.00		
27. Fire Suppression/Protection - minimum fee \$20.00	\$.75 / head		
28. Evaporator Coils	\$30.00		
29. Refrigeration (split system)	\$30.00		
30. Chiller	\$30.00		
31. Cooling Towers	\$30.00		
32. Compressor	\$30.00		
Inspections			
33. Special/Safety Insp. (includes cert. fee)	\$50.00		
34. Additional Inspection	\$50.00		
35. Final Inspection	\$50.00		
36. Certification Fee	\$20.00		

Total Fee (Must include the \$50.00 non-refundable application fee)

* See VII. Fee Clarification Item #2 on front
 **See VII. Fee Clarification Item #4 on front
 ***See VII. Fee Clarification Items #14 and 15 on front

Make Checks Payable To: **Niles Charter Township**

IX. INSTRUCTIONS FOR COMPLETING APPLICATION

General: Mechanical work shall not be started until the application for permit has been filed and a permit issued by the Niles Charter Township Department of Building Safety, Mechanical Division. All installations shall be in conformance with the Michigan Mechanical Code. No work shall be concealed until it has been inspected and approved by the Niles Charter Township Mechanical Inspector. The telephone number for the inspector will be provided on the permit, along with days of the week that the inspector will be in Niles Charter Township. When ready for an inspection, call the inspector providing at least 24 hours advance notice. 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 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.

Application Information: Applications should be submitted to the Niles Charter Township Department of Building Safety at the address shown on the front of this application. Applications for mechanical work to be performed in State owned buildings or public schools may be obtained from the Michigan Department of Labor & Economic Growth, Bureau of Construction Codes, P.O. Box 30255, Lansing, Michigan 48909 phone: 517-241-9313 (www.michigan.gov/bcc).