



CLAY TOWNSHIP

4710 Pointe Tremble (810) 794-9320
P. O. Box 429 FAX: (810) 794-1964
Algonac, MI 48001

GREEN FORM MECHANICAL PERMIT APPLICATION

AUTHORITY: P.A. 230 OF 1972 AS AMENDED
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 & Job Location (Street No. and Name)	County	

II. CONTRACTOR/HOMEOWNER INFORMATION

<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	Name	State License Number	Expiration Date
Address (Street No. and Name)		City	State Zip Code
Telephone Number	Social Security Number	Federal Employer ID Number	
Workers Compensation Insurance Carrier (or reason for exemption)		MESC Employer 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"/> State Owned
<input type="checkbox"/> Other <input type="checkbox"/> Alteration	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> School

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? 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:

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 have HVAC equipment only, with one fire area and not more 3,500 square feet.
4. Work completed by a government subdivision or state agency costing less than \$15,000.00

PLANS MUST BE SUBMITTED BEFORE A PERMIT CAN BE ISSUED.

V. APPLICANT SIGNATURE

Section 23a of the state construction code act of 1972, Act No. 230 of the Public Acts of 1972, being section 125.1523a of the Michigan Compiled Laws, 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 VI Homeowner Affidavit)	Date	Date of Birth
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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 State Mechanical Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the Clay Township Mechanical Inspector. I will cooperate with the Clay Township Mechanical Inspector and assume the responsibility to arrange for necessary inspections

COMPLETE APPLICATION ON BACK SIDE

MECHANICAL PERMIT APPLICATION FEE CHART

Revised 02/03/2016

	FEE	# ITEMS	TOTAL
Application Fee (Non-Refundable & Includes One Inspection)	\$50.00	1	\$50.00
Air Conditioner	\$30.00		
Bath & Kitchen Exhaust	\$5.00		
Boiler	\$25.00		
Chimney (Factory Built)	\$25.00		
Clothes Dryer	\$5.00		
Dampers (Flue/Vent)	\$5.00		
Duct Work (\$.10 ft.) Min.	\$25.00		
Gas/Oil Burning Equipment [] Natural Gas [] Propane	\$30.00		
Gas Piping (each opening)	\$5.00		
Humidifier	\$10.00		
L.P.G./Fuel Tank	\$20.00		
Pre-Manufactured Home	\$40.00		
Process Piping (\$.05 ft.) Min.	\$25.00		
Range	\$15.00		
Residential Heating System [] Natural Gas (includes duct & pipe) [] Propane	\$50.00		
Solid Fuel Equipment/Gas Fireplace (includes chimney) [] Natural Gas [] Propane	\$30.00		
Generator	\$40.00		
Air Handlers/Heat Wheels Under 10,000CFM	\$20.00		
Over 100,000 CFM	\$60.00		

	FEE	# ITEMS	TOTAL
Water Heater	\$5.00		
Chiller	\$30.00		
Commercial Hoods	\$30.00		
Compressor	\$30.00		
Cooling Towers	\$30.00		
Evaporator Coils	\$30.00		
Fire Suppression (\$.75 per head) Min.	\$20.00		
Heat Pump	\$30.00		
Heat Recovery Unit	\$10.00		
Solar (Set of 3 Panels) (includes piping)	\$20.00		
Refrigeration Unit	\$30.00		
Unit Ventilators (Terminal Units)	\$5.00		
Unit Ventilators	\$10.00		
Minimum Permit	\$40.00		
Underground Inspection	\$50.00		
Ground Loop Inspection (Geo-Thermal)	\$50.00		
Rough Inspection	\$50.00		
Final Inspection	\$50.00		
Contractor Registration	\$10.00		

Make checks payable to "CLAY TOWNSHIP"

TOTAL FEES:

INSTRUCTIONS FOR COMPLETING APPLICATION

GENERAL: Mechanical work shall not be started until the application for permit has been filed with the Clay Township Building Department. All installations shall be in conformance with the State Mechanical Code.

No work shall be concealed until it has been inspected.

Clay Township Building Department's telephone number will be provided on the issued permit. Please call at least 24 hours in advance when ready for inspections.

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 OF THE PERMIT OR WITHIN SIX MONTHS OF THE DATE OF A PREVIOUS INSPECTION. CANCELLED PERMITS CANNOT BE REFUNDED OR REINSTATED.

FOR OFFICE USE ONLY

Reviewed and Approved by _____

DATE: ____/____/____

Clay Township Mechanical Inspector