

MECHANICAL PERMIT APPLICATION

Email plans to Inspectionplans@ci.livonia.mi.us

CITY OF LIVONIA
33000 CIVIC CENTER DR
LIVONIA, MI 48154
(734) 466-2580

AUTHORITY:	P.A. 230 OF 1972, AS AMENDED
COMPLETION:	MANDATORY TO OBTAIN PERMIT
PENALTY:	PERMIT CANNOT BE ISSUED

I. JOB LOCATION/ADDRESS

Street Address & Job Location (Street No. and Name)	Name of Owner/Agent/Telephone # - Required	
Has Building Permit been obtained for this Project? Yes ___ No ___ Bldg Permit # _____ Reference # _____ Ready for Inspection? Yes ___ No ___	Unit # /Suite # / Lot#	Tenant

II. CONTRACTOR/HOMEOWNER INFORMATION

<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	Name	Driver's License Number	Expiration Date	
Address (Street No. and Name)		City	State	Zip Code
Telephone # () ()	Cell # () ()	Mechanical Lic #	Classifications:	E-Mail Address
Workers Comp Ins Carrier (or reason for exemption)	MESC Employer # (or reason for exemption)	Fed Employer ID # (or reason for exemption)		

III. TYPE OF JOB

Res ___ Comm ___ Apt./Condo ___	New ___ Alteration ___ Other ___	Re-Inspection ___ Special Inspection ___
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IV. FEE CHART – Enter the number of items being installed, multiply by the unit price for total fee, **MINIMUM FEE is \$40.00**

	FEE	#Items	TOTAL
1. Appurtenances- Humidifiers Air Cleaners w/furnace Without furnace	\$13 \$25*		
2. Boiler (Res-see gas fired equip)			
3. Chimney, Factory built/liner Installed w/new furnace Each add'l @ same occupancy	\$30* \$15 \$12		
4. Commercial kitchen hoods, dip tanks, spray booths, ind furn. Ea sys	\$50		
5. Commercial hood plan review + \$25.00 per page	\$150 \$25 _{ea}		
6 Compressor (see Refrigeration)			
7. Dampers – Automatic & fixed vent dampers w/furnace	\$20*		
8. Dampers Only	\$30*		
9. Dampers Fire/Smoke (Comm.) First 5 units – each unit Each additional unit (same loc.)	\$8 \$2		
10. Duct/pipe alteration-comm minor Complete-comm VAV boxes each	\$50 \$75 \$20		
11. Duct/pipe alteration-res. Complete res and/or Over 2 branch ducts or registers	\$25 \$40		
12. Duct Smoke Detectors First 5 detectors or less(each unit) Each add'l detectors	\$20 _{ea} \$7		
13. Exhaust Fans – Residential Kitchen/bath etc. fans	\$13*		
13a. Commercial Bath Fans	\$13		

14. Fuel-Oil Fired Equip (burners, tanks, equip) & solid fuel appliances Room Heaters(stoves/portable & Wood burning fireplace)	\$30		
All other under 5 GPH.....	\$35		
All other over 5 GPH.....	\$50		
Alterations to existing.....	\$30		
15. Gas Fired Appliance--Burners Model # _____ Less than 75,000 BTU.....	Make _____ BTU'S _____ \$40		
75,001 to 500,000 BTU.....	\$50		
Over 500,000 BTU (call if over 5 units at same location)	\$70		
15a Electric Re-Hook Only @ same time	\$8		
16. Gas Piping – Residential.....	\$30		
Comm.. under 2" Each 60'	\$40		
Comm.. over 2" Each 60'	\$60		
Pressure Test – Residential.....	\$30		
Pressure Test – Comm.. each.....	\$30		
Not Ready or Disapproved (res/comm)	\$40		
17. Gas Fired Appliances-range/oven Gas Fireplace/logs/lights/B-que Each add'l unit @ same occupancy	\$40 \$20		
18. Refrigeration Installation Remote systems activated by Motors of 5hp or less.....	Make _____ H/P _____ Model# _____ \$30*		
Systems activated by motors or Engines over 5hp to 30hp.....	\$60		
Over 30hp.....	\$120		
18a. Electric Re-Hook - Refrigeration Load Side Only @ same time	\$17		

	FEE	#Items	TOTAL
19. Re-Inspection	\$45		
20. Renewal or Transfer	\$50		
21. Water Heater – Replacement Only	\$25*		
22. GENERAL REPAIRS	\$40		
23. Extra Rough Inspections	\$40ea		
24. Special Inspections, Geo Thermal Systems or Other. (call for fees)			
TOTAL FEES	\$		
ADMINISTRATION FEE		\$39.00	
LICENSE REGISTRATION		\$15.00	
AMOUNT DUE	\$		

Remarks/Explanations:

LIST APPURTENANCES:

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 MAY NOT HAVE A 60% REFUND IF AN INSPECTION/SITE VISIT HAS BEEN MADE OR SIX MONTHS TIME HAS ELAPSED SINCE PERMIT ISSUANCE. PLAN REVIEW AND ADMINISTRATION FEES ARE NOT REFUNDABLE.

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

*** Residential work not subject to minimum permit fee.
(The fee will equal total of all items or \$40, whichever is greater. Not including Admin. Fee or Registration)**

V. PLAN REVIEW REQUIRED

See below for plan review before completing this section. Plans and specification 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 feet? _____ 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 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.

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 subjected to civil fines.

Signature of Licensee or Homeowner	Print Name Legibly
Witness Signature and Title	DATE

VII. 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.

Signature of Homeowner	DATE
Witness Signature and Title	DATE

VIII. 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 inspection department at (734) 466-2580, a minimum of one business day advance notice required. The clerk 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.