

MECHANICAL PERMIT APPLICATION

City of Portland
P.O. Box 146, Grand Ledge, MI 48837
(517) 622-8822 Fax (517) 622-8833
Email: municipalinspections@hotmail.com
Website: www.municipalinsp.com

Date: _____
Permit No: _____

Job Location

Address: _____ City & State: _____ Zip Code: _____

Property Owner Info

Name: _____ Address: _____ City/State: _____
Zip Code: _____ Phone: _____ Email: _____

Contractor Info

Name: _____ Address: _____ City/State: _____
Zip Code: _____ Phone: _____ Fax: _____ Email: _____
Federal ID No: _____ MESC No: _____ Work Comp Carrier: _____
Contractors License: _____ Expiration: _____

Type of Job

Residential Commercial New Addition Remodel Other

Description of Work: _____

Homeowner Affidavit

I hereby certify the work described on this permit application shall be installed by myself in my home which I am living or about to occupy. All work shall be 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 Mechanical Inspector. I will cooperate with the Mechanical Inspector and assume the responsibility to arrange for the necessary inspections.

Applicant Signature

Section 23a of the state construction code act of 1972, 1972PA230, MCL 125.1251523A, prohibits a person from conspiring to circumvent the licensing requirement of this state relating to persons who are to perform work on the residential building or a residential structure. Violators of section 23a are subject to civil fines. Signature of Contractor or Homeowner indicates compliance with the above Homeowner Affidavit.

Signature: _____ Date: _____

Application Fee (includes 1 insp.) Non-Refundable	\$50.00	1	\$50.00
Annual Registration **Include Copy of your current license**	\$15.00		
Additional Inspection	\$50.00		
Final Inspection	\$50.00		
New Heating System Incl. Vents, Duct, Gas Pipe	\$60.00		
Solid Fuel, Gas Stove, Manufactured Fireplace incl. Vent and Gas Pipe	\$30.00		
Gas Water Heater	\$30.00		
Gas/Oil Piping Each Opening	\$5.00		
Replacement Heating System	\$30.00		
Residential Boiler	\$30.00		
Heat Pumps & Geo Thermal	\$60.00		
Fuel Tanks Above Ground	\$20.00		
Fuel Tanks Below Ground	\$60.00		
Ducts and/or Piping \$25 Min	\$0.10/ft		
Appliance not Classified but Regulated	\$30.00		
Roof Top Units Must Include Ducts and/or Piping See Above	\$50.00		

Air Conditioning System	\$30.00		
Fire Suppression System	\$50.00 + \$2/Head		
Kitchen/Bath Exhaust Fan	\$5.00		
Vents (not included in appliance permit)	\$30.00		
Hood Fans Type 1 or 2	\$50.00		
Chimney Liners	\$30.00		
Commercial AC/Refrigeration (Per Compressor)	\$50.00		
Emergency/Special Services/Hr	\$50.00		
Masonry Chimney	\$45.00		
Air Handling Units: Under 10,000 CFM incl. Duct	\$30.00		
Over 10,000 CFM incl. Duct			
Air Handling Units: Over 10,000 CFM incl. Duct	\$60.00		
Safety Inspection	\$75.00		
Modular/Mobile Home Set Up	\$30.00		
Hydronic Pipe System	\$0.10/ft		
Investigation Fee	\$75.00		
Total			

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 an inspection call the above number providing as much advanced notice as possible. 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 the time of commencing the work.

A permit will be canceled when no inspections are requested and conducted within six months of the date of issuance or the date of a previous inspection. Canceled permits cannot be refunded or reinstated.