



MECHANICAL PERMIT APPLICATION
City of Adrian
Building/Inspection Department
135 E. Maumee Street
Adrian, MI 49221
Ph. (517) 264-4814
inspections@adrianmi.gov

Office Use Only

Permit# _____

Paid _____

Source _____

Authority: 1972 PA 230

Penalty: Failure to provide information may result in denial of your request.

City of Adrian is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

I. JOB LOCATION

Name of Property Owner/Agent	Has building permit been obtained for this project? [] Yes [] No [] Not Required
Street address	Property Owner Telephone Number(s) Mobile: [] Other []

II. APPLICANT /CONTRACTOR INFORMATION

<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner		Name	
Address (Street # and Name)		State License Number	Expiration Date
City	State	Zip	Federal ID Number (or reason for exemption)
Phone Number	Federal ID Number (or RFE)		Workers Compensation Insurance Carrier
Applicant email address			UIA Number (or reason for exemption)

III. TYPE OF JOB

<input type="checkbox"/> New Construction	<input type="checkbox"/> Alteration	<input type="checkbox"/> Premanufactured Home Set up
<input type="checkbox"/> Single Family Residential	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Set up
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____	

IV. PLAN REVIEW REQUIREMENTS

Plans and specifications must be submitted for one and two-family dwellings when the input rating of the heating/cooling system exceeds 375,000 Btu's. What is the input rating of the heating system in the building? _____ What is the building size in square feet? _____ 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:**

- One and Two-family dwellings when the total building heating/cooling system is 375,000 Btu's or less
- Alterations and repair work determined by the mechanical official to be of a minor nature
- Business, mercantile and storage buildings having HVAC equipment only, with one fire area and not more than 3,500 square feet.
- Work completed by a governmental subdivision or state agency costing less than \$15,000.00

Have plans been submitted? [] Yes [] No [] Not required

PLANS MUST BE SUBMITTED BEFORE A PERMIT CAN BE ISSUED

The city reserves the right to use an outside firm or agency to conduct plan reviews for the purpose of establishing code compliance. The applicant will be responsible for any fees charged by the firm or agency including administrative expenses incurred.

V. 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.

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 Mechanical Inspector. I will cooperate with the Mechanical Inspector and assume the responsibility to arrange for necessary inspections.

X _____ **Date:** _____
Signature of Licensee or Homeowner

VI. PROVIDE DETAILED WORK DESCRIPTION/LOCATION OF WORK (Kitchen, basement, addition, apartment unit)

COMPLETE APPLICATION ON BACK

VII. FEE CLARIFICATIONS

*Item #2, Residential Heating System: This item is used for the installation of a heating system in a new residential structure. Items #11 Gas Piping and #24 Duct SHOULD NOT BE charged. Replacement systems should be itemized.
**Items #15 and #17, Tanks: A homeowner must own tank to install. If homeowner does not own tank, a licensed Mechanical Contractor must install tank.
***Item 11 When setting a HUD mobile home in a park, a permit must include the application fee and item 11, Fuel piping

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

<i>Application Fee includes one inspection</i>	Fee	# Items	Total		Fee	# Items	Total
1. Application Fee (non-refundable)	\$75.00	1	\$75.00	<u>Air Handlers/Heat Wheels</u> 26. Under 10,000 CFM	\$20.00		
2. Residential Heating System (includes duct & pipe) *New Building Only	\$50.00			27. Over 10,000 CFM	\$60.00		
3. Gas/Oil Burning Equipment (furnace, roof top unit, generator)	\$30.00			28. Commercial Hoods/Exhausters	\$15.00		
4. Boiler	\$30.00			29. Heat Recovery Units	\$10.00		
5. Water Heater	\$5.00			30. V.A.V. Boxes	\$10.00		
6. Damper	\$5.00			31. Unit Ventilators/PTAC Unit	\$10.00		
7. Solid Fuel Equip. (includes chimney)	\$30.00			32. Unit Heaters (terminal unit)	\$15.00		
8. Gas Burning Fireplace	\$30.00			33. Fire Suppression/Protection (includes Piping)- minimum fee \$20.00	\$.75/ Head		
9. Chimney, factory built (installed separately)	\$25.00			34. Coils (Heat/Cool)	\$30.00		
10. Solar: set of 3 panels – fluid Transfer (includes piping)	\$20.00			35. Refrigeration (split system)	\$30.00		
11. Gas Piping: each opening ***New Installation (residential)	\$5.00			36. Chiller	\$30.00		
Gas Pressure Test (over 7ft)	\$5.00			37. Cooling Towers	\$30.00		
12. Air Conditioning (includes split Systems) RTU – Cooling Only	\$30.00			38. Compressor/Condenser	\$30.00		
13. Heat Pumps (complete residential)	\$30.00			39. Inspections: Additional & Re-inspection fees will be billed at \$75.00 each			
14. Dryer, Bath & Kitchen Exhaust	\$5.00			Underground	\$75.00		
<u>Tanks</u>				Rough	\$75.00		
**15. Aboveground	\$20.00			Final	\$75.00		
16. Aboveground Connection	\$20.00			40. Contractor Registration	\$20.00		
**17. Underground	\$25.00			41. Working Without A Permit	\$100.00		
18. Underground Connection	\$25.00			TOTAL FEE			
19. Humidifiers/Air Cleaners	\$10.00			(Must include the \$75.00 non-refundable application fee)			
<u>Piping-ALL piping-minimum fee \$25.00</u>				Make checks payable to: City of Adrian			
20. Fuel Gas Piping	\$.05/ft			CONTRACTORS APPLY FOR PERMITS ONLINE!! www.bsaonline.com or www.adriancity.com Services → Community Development → AMG online permitting and inspection			
21. Process Piping	\$.05/ft						
22. Hydronic Piping	\$.05/ft						
23. Refrigeration Piping	\$.05/ft						
24. Duct – minimum fee \$25.00	\$.10/ft						
25. Heat Pumps: Commercial (pipe not included)	\$20.00						
				Note: Under certain circumstances the City of Adrian will assess an hourly fee for inspection services at a rate of \$50.00 per hour			

IX. GENERAL INFORMATION

Mechanical work shall not be started until the application for permit has been filed with the City of Adrian and permit issued. All installation shall be in conformance with the *State Mechanical Code*. **No work shall be concealed until it has been inspected and approved.** To schedule an inspection please call:

Building/Inspection Department

at (517) 264-4814 or email inspections@adrianmi.gov

When leaving a message, please provide the job address and permit number

X. 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 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing work. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED. THE CHARGE TO RE-OPEN A CLOSED PERMIT IS \$75.00.**

OFFICE USE ONLY								Approved By:
	Underground		Rough		Final		Other	
Notes:								