

Henrietta Township
 11732 Bunkerhill Road
 Pleasant Lake, MI 49272
 517-769-6925

Authority: 1972 PA 230 Completion: Mandatory to obtain permit Penalty: Permit cannot be issued
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APPLICATION FOR MECHANICAL PERMIT

SECTION 1. Job Location

NAME OF OWNER/AGENT	HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT? Yes___ No___ Not Required___
STREET NUMBER AND NAME	CITY AND ZIP CODE

SECTION 2. Contractor/Homeowner Information

INDICATE WHO THE APPLICANT IS ___Contractor ___Homeowner	NAME OF CONTRACTOR OR HOMEOWNER	STATE REGISTRATION NUMBER
ADDRESS (Street Number and Name)		STATE LICENSE NUMBER AND EXPIRATION DATE
CITY	STATE AND ZIP CODE	TELEPHONE NUMBER
FEDERAL EMPLOYER ID NUMBER (or reason for exemption)	WORKERS COMPENSATION INSURANCE CARRIER & POLICY # (or reason for exemption)	
UIA NUMBER (or reason for exemption)		

SECTION 3. Type of Job

___Single Family ___New	___LP Tank ___Premanufactured Home Setup (State Approved)	___State Owned
___Other ___Alteration	___Special Inspection ___Manufactured Home Setup (HUD Mobile Home)	___School

SECTION 4. Plan Review Required

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

Plans are not required for the following:

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

If work being performed is described above, check box below "Plans Not Required."

What is the input rating of the heating system in this building? _____
 What is the building size in square footage? _____

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 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

Plan Review Submission No. _____ Plans Not Required

Complete Application on Back Side

Describe work to be completed:

SECTION 5. 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 CONTRACTOR OR HOMEOWNER (Homeowner signature indicates compliance with Section 6, Homeowner Affidavit)

Date _____

SECTION 6. 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 Henrietta Township Mechanical Inspector. I will cooperate with the Henrietta Township Mechanical Inspector and assume the responsibility to arrange for necessary inspections.

SECTION 7. Fees

Application fees are \$85.00 per inspection. Please include payment with your Application for a Mechanical Permit. Make checks payable to "Henrietta Township".

SECTION 8. Instructions for Completing Application

General: Mechanical work shall not be started until the application for permit has been filed with Henrietta Township. All installations shall be in conformance with the Michigan Mechanical Code. **No work shall be concealed until it has been inspected.** The telephone number for the inspector will be provided on the permit form. When ready for an inspection, call the inspector providing as much advance 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 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.**

Where to Submit Application: Henrietta Township is responsible for code enforcement in the township. Permit applications should be sent to the address on the front of this application. Questions regarding permits may be directed to Henrietta Township Clerk's Office at 517-769-6925.

Enter the number of items being installed:

- | | |
|--|---|
| <input type="checkbox"/> Residential Heating System (New Building Only) | <input type="checkbox"/> Humidifiers |
| <input type="checkbox"/> Gas/Oil Burning Equipment (furnace) | <input type="checkbox"/> Piping |
| <input type="checkbox"/> New and/or Conversion Units | <input type="checkbox"/> Process piping |
| <input type="checkbox"/> Residential Boiler (Must be installed by a licensed boiler installer) | <input type="checkbox"/> Duct Work |
| <input type="checkbox"/> Water Heater | <input type="checkbox"/> Heat Pumps; Commercial (pipe not included) |
| <input type="checkbox"/> Flue/Vent Damper | <input type="checkbox"/> Air Handler/Heat Wheels Under 10,000 CFM |
| <input type="checkbox"/> Solid Fuel Equipment (includes chimney) | <input type="checkbox"/> Air Handler/Heat Wheels Over 10,000 CFM |
| <input type="checkbox"/> Gas Burning Fireplace | <input type="checkbox"/> Commercial Hoods |
| <input type="checkbox"/> Chimney, factory built (installed separately) | <input type="checkbox"/> Heat Recovery Units |
| <input type="checkbox"/> Solar; set of 3 panels (includes piping) | <input type="checkbox"/> V.A.V. Boxes |
| <input type="checkbox"/> Gas Piping; each opening – new installation (residential) | <input type="checkbox"/> Unit Ventilators |
| <input type="checkbox"/> Air Conditioning (includes split systems) | <input type="checkbox"/> Unit Heaters (terminal units) |
| <input type="checkbox"/> Heat Pumps (complete residential) | <input type="checkbox"/> Fire Suppression/Protection |
| <input type="checkbox"/> Bath & Kitchen Exhaust | <input type="checkbox"/> Evaporator Coils |
| <input type="checkbox"/> Tanks Aboveground | <input type="checkbox"/> Refrigeration (split system) |
| <input type="checkbox"/> Tanks Aboveground Connection | <input type="checkbox"/> Chiller |
| <input type="checkbox"/> Tanks Underground | <input type="checkbox"/> Cooling towers |
| <input type="checkbox"/> Tanks Underground Connection | <input type="checkbox"/> Compressor |

Henrietta Township will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability or political beliefs. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs know to this agency.