

**Mechanical Permit Application  
 Ash Township  
 1677 Ready Rd  
 P.O. Box 387  
 Carleton, Mi 48117  
 734-654-6992 ext 4  
 www.ashtownship.org**

**I. Project or Facility Information**

NAME OF OWNER/AGENT/SCHOOL/STATE DEPT.		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT?		
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required		
STREET ADDRESS AND JOB LOCATION (Street Number and Name)	CITY	ZIP CODE	COUNTY	
NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH JOB IS LOCATED				
<input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township <b>OF:</b>				

**II. Applicant/Facility Contact Information**

INDICATE APPLICANT	NAME OF HOMEOWNER/CONTRACTOR	COMPANY NAME	LICENSE NUMBER	EXPIRATION DATE
<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner				
ADDRESS (Street Number and Name)	CITY	STATE	ZIP CODE	
TELEPHONE NUMBER (Include Area Code)	E-MAIL ADDRESS			
FEDERAL EMPLOYER ID NUMBER (or reason for exemption)				
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)			UIA NUMBER (or reason for exemption)	

**III. Type of Job**

<input type="checkbox"/> <b>Single Family</b>  <input type="checkbox"/> <b>Other</b>	<input type="checkbox"/> New  <input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection <input type="checkbox"/> Premanufactured Home Setup (State Approved) <input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> <b>State Owned</b>  <input type="checkbox"/> <b>School</b>
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**Job Description**

**V. Applicant Signature**

<b>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.</b>	
SIGNATURE OF CONTRACTOR OR HOMEOWNER (Homeowner's signature indicates compliance with Section VI. Homeowner Affidavit)	DATE

**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 Michigan Mechanical Code and **shall not be enclosed, covered up, or put into operation** until it has been **inspected and approved** by the State Mechanical Inspector. I will cooperate with the State Mechanical Inspector and assume the responsibility to arrange for necessary inspections.

**VII. Fee Schedule**

**Item #2, Residential Heating System:** This item is used for the installation of a heating system in a **new residential structure**. Items #10 Gas Piping and #18 Duct need not be added. Replacement systems should be itemized.

	Fee	# of Items	Total		Fee	# of Items	Total
1. Application Fee (non-refundable)	\$50.00	1	\$50.00	43. Exhausters (commercial)	\$15.00		
2. Residential Heating System (includes duct & pipe) New Building Only*	\$50.00			18. Duct - minimim fee \$25.00	\$.10 /ft		
3. Gas/Oil Burning Equipment (furnance, roof top units, generators)	\$30.00			19. Heat Pumps; Commercial (pipe not included)	\$20.00		
4. Boiler	\$30.00			<b>Air Handlers/Heat Wheels</b>			
5. Water Heater (gas piping & venting-direct replacement only)	\$5.00			20. Under 10,000 CFM	\$20.00		
6. Damper (control, back-draft, barometric or fire/smoke)	\$5.00			21. Over 10,000 CFM	\$60.00		
7. Solid Fuel Equipment (includes chimney),	\$30.00			22. Commercial Hoods	\$15.00		
8. Chimney, factory built (installed separately), B Vent, PVC Venting	\$25.00			23. Heat Recovery Units	\$10.00		
37. Gas Burning Fireplace	\$30.00			24. V.A.V. Boxes (all variable volume or zone damper equipment)	\$10.00		
9. Solar; set of 3 panels-fluid transfer (includes piping)	\$20.00			25. Unit Ventilators/PTAC Units	\$10.00		
10. Gas Piping; each opening-new install (residential)	\$5.00			26. Unit Heaters (terminal units)	\$15.00		
11. Air Conditioning (incl. split systems) RTU-Cooling Only	\$30.00			27. Fire Suppression/Protection (includes piping)-minimum fee \$20.00	\$.75 / head		
12. Heat Pumps (split systems) or Geothermal (complete residential)	\$30.00			28. Coils (Heat/Cool)	\$30.00		
13. Dryer, Bath & Kitchen Exhaust (residential ducting not included)	\$5.00			29. Refrigeration (split system)	\$30.00		
16. Humidifiers/Air Cleaners	\$10.00			<b>Chiller/Cooling Towers</b>			
<b>Tanks</b>				30. Chiller-Refrigeration	\$30.00		
14. Aboveground (other than L.P.)	\$20.00			44. Chiller-Air Conditioning	\$30.00		
38. Aboveground Connection	\$20.00			31. Cooling Towers-Refrigeration	\$30.00		
15. Underground (other than L.P.)	\$25.00			45. Cooling Towers-Air Conditioning	\$30.00		
39. Underground Connection	\$25.00			32. Compressor/Condenser	\$30.00		
<b>Piping (ALL piping-minimum fee \$25.00)</b>				<b>Inspections</b>			
17. Fuel Gas Piping	\$.05 /ft			33. Rough Inspection	\$50.00		
40. Process Piping	\$.05 /ft			34. Additional Inspections, please circle:underground, GPT, Fuel tank, disconnect for A/C Unit	\$50.00		
41. Hydronic Piping	\$.05 /ft			35. Final Inspection	\$50.00	1	\$50.00
42. Refrigeration Piping	\$.05 /ft			36. Certification Fee	\$30.00		
46. Commercial Air Conditioning Piping	\$.05 /ft						

\*See VII. Fee Schedule Item #2 above

**Total Fee** (Must Include the \$50 non-refundable application, \$50 final inspection fees and \$35 contractor registration fee if not registered)

**Make checks payable to "Ash Township"**

**VIII. Instructions for Completing Application**

**General:** Mechanical work shall not be started until the application for permit has been filed with the Bureau of Construction Codes. 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 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 the 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.**

**Where to Submit Application:** Permits can be turned into the township hall at 1677 Ready Rd, Carleton, MI 48117. Or you can mail the permit to Ash Township, P.O. Box 387, Carleton, MI 48117. **IF YOU WOULD LIKE A COPY OF YOUR PERMIT PLEASE SEND AN ENVELOPE WITH A RETURN STAMP.**

- All permits require a \$50 non-refundable Application Fee
- There will be a DOUBLE PERMIT FEE assessed for all requested inspections prior to obtaining appropriate permits, and/or work done without the benefit of required permits.
- An inspection outside of normal business hours (minimum charge of 2 hrs) is \$50 per hour.
- When an outside consultant is used for plan checking and inspections extra fees may apply.

There is an annual Contractor Registration Fee of \$35.

Required paperwork for registration:  
 -Copy of current Contractor/Master License  
 -Copy of Drivers License for contractor/applicant  
 -Copy of Insurance

Validation Area