



# MECHANICAL PERMIT APPLICATION

CITY OF LIVONIA – BUILDING INSPECTION  
 33000 CIVIC CENTER DRIVE  
 LIVONIA, MI 48154  
 (734) 466-2580



**I. JOBSITE INFORMATION** PLEASE TYPE OR PRINT

|  |  |                                |                                     |
|--|--|--------------------------------|-------------------------------------|
| Street Address & Job Location (Street No. and Name) INCLUDING SUITE #  | Name of Owner / Agent / Telephone # <span style="float: right;">(Required to issue)</span> |                                |                                     |
| Has a building permit been obtain for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No | Residential <input type="checkbox"/>   | New <input type="checkbox"/>   | Alteration <input type="checkbox"/> |
| Building Permit # <input type="checkbox"/> Not required  | Commercial <input type="checkbox"/>  | Other <input type="checkbox"/> |                                     |

**II. CONTRACTOR / HOMEOWNER INFORMATION**

|                             |  |                  |  |                      |  |
|-----------------------------|--|------------------|--|----------------------|--|
| Name                        |  | Driver's License |  | Expired Date         |  |
| Address (Street No. & Name) |  | City             |  | State                |  |
| Telephone#                  |  | Cell #           |  | Zip Code             |  |
| Contractor License #        |  | Master License # |  |                      |  |
| Workers Comp Ins Carrier    |  | MESC Emp #       |  | Federal Employer ID# |  |
|                             |  | Email address    |  |                      |  |

**III. MANDATORY: DESCRIPTION & COMMENTS (Give a detailed description of the work to be performed under this permit)**

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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**

|   | FEE                               | #Items | TOTAL |
|---|-----------------------------------|--------|-------|
| 1. Appurtenances- Humidifiers<br>Air Cleaners w/furnace<br>Without furnace  | \$13<br>\$25*                     |        |       |
| 2. Boiler (Res-see gas fired equip)   |                                   |        |       |
| 3. Chimney, Factory built/liner<br>Installed w/new furnace<br>Each addt'l @ same occupancy  | \$30*<br>\$15<br>\$12             |        |       |
| 4. Commercial kitchen hoods, dip tanks, spray booths, ind furn. Ea sys  | \$50                              |        |       |
| 5. Commercial hood plan review<br>+ \$25.00 per page  | \$150<br>\$25 <sub>ea</sub>       |        |       |
| 6 Compressor (see Refrigeration)  |                                   |        |       |
| 7. Dampers – Automatic & fixed vent dampers w/furnace   | \$20*                             |        |       |
| 8. Dampers Only   | \$30*                             |        |       |
| 9. Dampers Fire/Smoke (Comm.)<br>First 5 units – each unit . . . . .<br>Each additional unit (same loc.)                            | \$8<br>\$2                        |        |       |
| 10. Duct/pipe alteration-comm minor<br>Complete-comm . . . . .<br><br>VAV boxes each  | \$50<br>\$75<br>\$20              |        |       |
| 11. Duct/pipe alteration-res.<br>Complete res and/or Over 2<br>branch ducts or registers  | \$25<br>\$40                      |        |       |
| 12. Duct Smoke Detectors<br>First 5 detectors or less(each unit)<br>Each addt'l detectors   | \$20 <sub>ea</sub><br>\$7         |        |       |
| 13. Exhaust Fans – Residential<br>Kitchen/bath etc. fans  | \$13*                             |        |       |
| 13a. Commercial Bath Fans   | \$13                              |        |       |
| 14. Fuel-Oil Fired Equip (burners, tanks, equip) & solid fuel appliances<br>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<br>Model # _____<br>Less than 75,000 BTU.....  | Make _____<br>BTU'S _____<br>\$40 |        |       |
| 75,001 to 500,000 BTU.....  | \$50                              |        |       |
| Over 500,000 BTU . . . . .<br>(call if over 5 units at same location)   | \$70                              |        |       |
| 15a Electric Re-Hook Only @ same time   | \$8                               |        |       |
| 16. Gas Piping – Residential and Commercial process piping<br>Comm.. under 2" Each 60'<br>Comm.. over 2" Each 60'                   | \$30<br>\$40<br>\$60              |        |       |
| Pressure Test – Residential.....  | \$30                              |        |       |
| Pressure Test – Comm.. each.....  | \$30                              |        |       |
| Not Ready or Disapproved (res/comm)   | \$40                              |        |       |
| 17. Gas Fired Appliances-range/oven<br>Gas Fireplace/logs/lights/B-que<br>Each addt'l unit @same occupancy                          | \$40<br>\$20                      |        |       |
| 18. Refrigeration Installation<br>Make _____ Ton _____<br>Model# _____<br>Remote systems activated by<br>Motors of 5hp or less..... | \$30*                             |        |       |
| Systems activated by motors or<br>Engines over 5hp to 30hp.....   | \$60                              |        |       |
| Over 30hp.....  | \$120                             |        |       |

|  |           |                |       |
|--|-----------|----------------|-------|
| 18a. Electric Re-Hook - Refrigeration<br><u>Load Side Only</u> @ 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<br>Systems or Other.<br>(call for fees) |           |                |       |
| <b>TOTAL FEES</b>  | <b>\$</b> |                |       |
| <b>ADMINISTRATION FEE</b>  |           | <b>\$42.00</b> |       |
| <b>LICENSE REGISTRATION</b>  |           | <b>\$15.00</b> |       |
| <b>AMOUNT DUE</b>  | <b>\$</b> |                |       |
|  |           |                |       |

|                       |
|-----------------------|
| 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 ADMINSTRATION 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**

Have plans been submitted? (See below for plan review requirements before completing this section) **YES** \_\_\_\_\_ **NO** \_\_\_\_\_ **NOT REQ** \_\_\_\_\_

**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 building 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, answer Section IV. "Not Required."

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 Act No. 299 of the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal. **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. <b>No work shall be concealed until it has been inspected.</b> When ready for inspection, use " <b>Request an Inspection</b> " link from our website or call the inspection line at (734) 466-2802, a minimum of one business day advance notice required. You 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. |
|---|--|