



APPLICATION FOR MECHANICAL PERMIT

CITY OF KENTWOOD
 P.O. BOX 8848 (4900 BRETON AVE.) KENTWOOD, MI 49518
 PHONE: (616) 554-0703 FAX: (616) 698-7118

Permit # _____
 Application Date _____

I. JOBSITE INFORMATION		PLEASE PRINT OR TYPE	
Street Address including Suite #	Lot:	City KENTWOOD	Use (check one) <input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> COMMERCIAL
Homeowner or Business Name where the work is being performed	Resident/Business Phone	Has a building permit been obtained for this project? (check one) <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NOT REQUIRED	
Jobsite Contact Person	Jobsite Contact Phone	Scope (check one) <input type="checkbox"/> NEW <input type="checkbox"/> REMODEL <input type="checkbox"/> REPAIR <input type="checkbox"/> REPLACE	

II. INSTALLER INFORMATION		Installer is (check one) <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> HOMEOWNER (See "Homeowner Affidavit" below)	
Name	Phone #	State/Local Contractor Registration No.	Expiration Date
Address (Street # / Name / Direction)		MESC. Employer ID (or exemption)	
City	State	Zip	Federal Employer ID (or exemption)
Email	Driver's License No.	Workers Compensation Insurance Carrier (or exemption)	

NOTE: Any concealed work shall be inspected before being covered

III. DESCRIPTION & COMMENTS Give a detailed description of the work to be performed under this permit. **This section is mandatory for permit issuance.**

IV. SCHEDULE OF EQUIPMENT Attach additional equipment schedule as needed. **This section is mandatory for permit issuance.**

Quantity	Make	Type of Equipment	BTU Input	Ton / HP	Approx. CFM	Weight	Location
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V. FEE CHART				FEE	# ITEMS	TOTAL	FEE	# ITEMS	TOTAL	
1. MECHANICAL APPLICATION FEE (Non-refundable and includes 1 inspection)				\$ 50.00	1	\$ 50.00	5. MISCELLANEOUS COMMERCIAL			
a. ADMINISTRATIVE FEE (work w/o permit)				\$ 80.00			a. Air Cleaners or Humidifiers	\$ 10.00		
2. COMMERCIAL							b. ERV or HRV	\$ 10.00		
a. Underground Inspection				\$ 50.00			c. Heat Pumps or VAV boxes	\$ 10.00		
b. Rough-In Inspection				\$ 50.00			d. PTACS	\$ 10.00		
c. Final Inspection				\$ 50.00			6 COMMERCIAL & RESIDENTIAL (based on EACH ITEM's separate bid price)			
d. Additional Inspections				\$ 50.00			ITEMS <input type="checkbox"/> DUCTWORK <input type="checkbox"/> FIRE SUPPRESSION <input type="checkbox"/> GAS PIPING <input type="checkbox"/> PROCESS PIPING			
e. A/C, Refrigeration Self-Contained				\$ 50.00			a. Bid price under \$3,000	\$ 30.00		
f. A/C, Refrigeration Split System				\$ 35.00			b. \$3,000 - \$7,999	\$ 45.00		
g. Chillers				\$ 100.00			c. \$8,000 - \$10,999	\$ 60.00		
h. Chimney Factory Built / Chimney Liner				\$ 30.00			d. \$11,000 - \$15,000	\$ 75.00		
i. Compressors				\$ 45.00			e. Over \$15,000 (\$75 plus \$15 for each \$3,000 over \$15,000)			
j. Condensers				\$ 45.00			7. RESIDENTIAL			
k. Cooling Towers				\$ 45.00			a. Final Inspection	\$ 50.00		
l. Evaporator Coils				\$ 30.00			b. Additional Inspections	\$ 50.00		
m. Gas/Oil Burning Equipment/Roof Top Unit				\$ 40.00			c. Air Conditioning Units	\$ 30.00		
n. Heaters (unit, space, water, gas logs, gas fireplace)				\$ 15.00			d. Bath and Kitchen Exhaust Fans	\$ 5.00		
o. Kitchen Hoods (add duct work)				\$ 40.00			e. Chimneys: Factory Built Class A	\$ 15.00		
p. Solar Equipment Panels (including piping)				\$ 25.00			f. Chimney Liners	\$ 10.00		
q. Solid Fuel Equip. (wood or fireplace stoves)				\$ 30.00			g. Heaters (unit, space, gas logs, gas fireplace)	\$ 15.00		
r. Tanks				\$ 15.00			h. Heating System (furnaces add duct work)	\$ 50.00		
s. Testing				\$ 45.00			i. Humidifiers	\$ 10.00		
3. VENTILATION UNITS & EXHAUST FANS							j. Solid Fuel Equip. (wood or fireplace stoves)	\$ 20.00		
a. 1 to 2,000 CFM				\$ 10.00			k. Water Heaters (new construction)	\$ 10.00		
b. 2,001 CFM to 10,000 CFM				\$ 40.00			8 RESIDENTIAL REPLACEMENT EQUIPMENT			
c. Over 10,000 CFM				\$ 65.00			a. Air Conditioning Units / Heat Pumps	\$ 20.00		
4. Air Handler Units (smoke detector testing req'd for units over 2,000 CFM)							b. Furnaces	\$ 20.00		
a. 1 to 2,000 CFM				\$ 20.00			c. Water Heaters	\$ 10.00		
b. 2,001 CFM to 10,000 CFM				\$ 40.00			This is your permit when approved by the City's Administrative Authority. Make checks payable to "CITY OF KENTWOOD"			
c. Over 10,000 CFM				\$ 65.00						TOTAL FEE

VI. APPLICATION SIGNATURE (Homeowner signature indicates compliance with section VII. below)

Section 23a of the State Construction Act of 1972, Act No. 230 of the Public Acts of 1972, being section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential structure. Violators of Section 23a are subject to civil fines.

Licensee or Homeowner Name (please print)	Licensee or Homeowner Signature	Date
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VII. HOMEOWNER AFFIDAVIT

I hereby certify the mechanical work described on this permit application shall be installed by myself in my own house in which I am living or about to occupy. All work shall be installed in accordance with the current Michigan 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 responsibility to arrange inspections.