



**City of Marysville**  
**MECHANICAL PERMIT APPLICATION**  
 1111 Delaware Avenue, Marysville, MI 48040  
 810-364-6613

AUTHORITY: 1972 PA 230  
 COMPLETION: MANDATORY TO OBTAIN PERMIT  
 PENALTY: PERMIT CAN NOT BE ISSUED

**I. JOB LOCATION**

Name of Owner/Agent	Has a building permit been obtained for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required		
Street Address & Job Location (Street No. and Name)	City Marysville, Michigan 48040	County St. Clair County	

**II. CONTRACTOR/HOMEOWNER INFORMATION**

<input type="checkbox"/> Contractor      Name		License Number	Expiration Date
<input type="checkbox"/> Homeowner			
Address (Street No. and Name)		City	State
			Zip Code
Telephone Number (      )	Social Security Number	Federal Employer ID Number (or reason for exemption)	
Workers Compensation Insurance Carrier (or reason for exemption)		MESOC Employer ID Number (or reason for exemption)	

**III. TYPE OF JOB**

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

**IV. PLAN REVIEW REQUIRED**

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

Plans are not required for the following:

- One-and two-family dwellings when the total building heating/cooling system input rating 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.

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

What is the building size in square footage? \_\_\_\_\_

What is the input rating of the heating system in this building? \_\_\_\_\_

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

**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 subjected to civil fines.

Signature of Licensee or Homeowner (Homeowner's signature indicates compliance with Section VI Homeowner Affidavit)	Date
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**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 State Mechanical Code and **shall not be enclosed, covered up,** or put into operation until it has been **inspected** and **approved** by the City Mechanical Inspector. I will cooperate with the City Mechanical Inspector and assume the responsibility to arrange for necessary inspections.

**COMPLETE APPLICATION ON BACK SIDE**

**VII. FEE CLARIFICATIONS**

<b>Item #2, Residential Heating System:</b> This is used for the installation of a heating system in a <b>new residential structure</b> . Items #10; Gas Piping and #18; Duct, <b>SHOULD NOT BE</b> charged. Replacement systems should be itemized.
<b>Item #4, Residential Boiler:</b> A residential boiler must be installed by a licensed boiler installer.
<b>Items #14 and #15, Tanks:</b> A homeowner must own tank to install. If homeowner does not own tank, a licensed mechanical contractor must install tank.

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

	FEE	# ITEMS	TOTAL
1. Application Fee ( <b>non-refundable</b> )	\$50.00	<b>1</b>	<b>\$50.00</b>
2. Residential Heating System (includes duct & pipe) <b>New Building Only*</b>	\$50.00		
3. Gas/Oil Burning Equipment (furnace) New and/or Conversion Units	\$30.00		
4. Residential Boiler**	\$30.00		
5. Water Heater	\$5.00		
6. Flue/Vent Damper	\$5.00		
7. Solid Fuel Equip. (includes chimney)	\$30.00		
37. Gas Burning Fireplace	\$30.00		
8. Chimney, Factory built (installed separately)	\$25.00		
9. Solar; set of 3 panels (includes piping)	\$20.00		
10. Gas Piping; each opening - new installation (residential)	\$5.00		
11. Air Conditioning (includes split systems)	\$30.00		
12. Heat Pumps - Geothermal	\$30.00		
13. Bath & Kitchen exhaust	\$5.00		
Tanks			
14. Aboveground***	\$20.00		
38. Aboveground Connection	\$20.00		
15. Underground***	\$25.00		
39. Under Connection	\$25.00		
16. Humidifiers	\$10.00		
Piping Systems -minimum \$25.00			
17. Piping	\$.05 / ft.		
40. Process piping	\$.05 / ft.		

	FEE	# ITEMS	TOTAL
18. Duct - minimum \$25.00	\$.10/ft		
19. Heat Pumps; Commercial (pipe not included)	\$20.00		
Air Handlers/Heat Wheels			
20. Under 10,000 CFM	\$20.00		
21. Over 10,000 CFM	\$60.00		
22. Commercial Hoods	\$15.00		
23. Heat Recovery Units	\$10.00		
24. V.A.V. Boxes	\$10.00		
25. Unit Ventilators	\$10.00		
26. Unit Heaters (Terminal Units)	\$15.00		
27. Fire Suppression/Protection - minimum \$20.00	\$.75 per head		
28. Evaporator Coils	\$30.00		
29. Refrigeration (Split System)	\$30.00		
30. Chiller	\$30.00		
31. Cooling Towers	\$30.00		
32. Compressor	\$30.00		
Inspections			
33. Special/Safety Insp. (includes cert. fee)	\$50.00		
34. Rough Inspection	\$50.00		
35. Final Inspection	\$50.00		
36. Certification Fee	\$20.00		

**TOTAL FEE** (Must include the \$50.00 non-refundable application fee)

\* See VII. Fee Clarification, Item #2 on front  
 \*\* See VII. Fee Clarification, Item #4 on front  
 \*\*\* See VII. Fee Clarification, Item #14 and 15 on front

**IX. INSTRUCTIONS FOR COMPLETING APPLICATION**

Make checks payable to "City of Marysville"

**GENERAL:** Mechanical work shall not be started until the application for permit has been filed with the City of Marysville. All installations shall be in conformance with the State Mechanical Code. **No work shall be concealed until it has been inspected.**

When ready for an inspection, call the City of Marysville 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 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 CANNOT BE REFUNDED OR REINSTATED.**

**WHERE TO SUBMIT APPLICATION:** The City of Marysville is responsible for code enforcement within the Municipal City Limits. Permit applications for city issued permits should be sent to the address listed on the front of this application. Questions regarding issued permits may be directed to the Community Development Department at (810) 364-6613.

The City of Marysville will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, handicap or political beliefs.