



APPLICATION FOR MECHANICAL PERMIT

CITY OF GRAND RAPIDS - DEVELOPMENT CENTER
 1120 MONROE AVE NW, GRAND RAPIDS, MI 49503
 PHONE: (616) 456-4100 FAX: (616) 456-4199

Permit # _____
 Application Date _____

I. JOBSITE INFORMATION PLEASE PRINT OR TYPE

Street Address including Suite #		Lot:	City GRAND RAPIDS	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

V. FEE CHART

	FEE	# ITEMS	TOTAL		FEE	# ITEMS	TOTAL
1. MECHANICAL APPLICATION FEE (Non-refundable and includes 1 inspection)	\$ 52.00	1	\$ 52.00	5. MISCELLANEOUS COMMERCIAL			
a. ADMINISTRATIVE FEE (work w/o permit)	\$ 173.00			a. Air Cleaners or Humidifiers	\$ 10.00		
2. COMMERCIAL				b. Heat Pumps (water source only) or VAV boxes	\$ 10.00		
a. Underground Inspection	\$ 42.00			c. PTACS	\$ 10.00		
b. Rough-In Inspection	\$ 42.00			6. COMMERCIAL & RESIDENTIAL (based on EACH ITEMS separate bid price)			
c. Final Inspection	\$ 42.00			ITEMS: <input type="checkbox"/> DUCTWORK <input type="checkbox"/> FIRE SUPPRESSION <input type="checkbox"/> GAS PIPING <input type="checkbox"/> PROCESS PIPING <input type="checkbox"/> HYDRONIC PIPING			
d. Additional Inspections	\$ 42.00			a. Bid price under \$3,000	\$ 31.00		
e. A/C, Refrigeration Heat Pump Self-Contained	\$ 21.00			b. \$3,000 - \$7,999	\$ 42.00		
f. A/C, Refrigeration Heat Pump Split System	\$ 31.00			c. \$8,000 - \$10,999	\$ 57.00		
g. Chillers	\$ 99.00			d. \$11,000 - \$15,000	\$ 73.00		
h. Chimney Factory Built / Chimney Liner	\$ 31.00			e. Over \$15,000 (\$71 plus \$11 for each \$3,000 over \$15,000)			
i. Compressors	\$ 47.00			7. RESIDENTIAL - 1 or 2 Family Only (*New outdoor equipment will require a site plan)			
j. Condensers	\$ 47.00			a. Final Inspection	\$ 42.00		
k. Cooling Towers	\$ 47.00			b. Additional Inspections	\$ 42.00		
l. Evaporator Coils	\$ 31.00			c. Air Conditioning Heat Pump Units*, Generator*	\$ 31.00		
m. Gas/Oil Burning Equipment/Furnace/Generator	\$ 36.00			d. Bath and Kitchen Exhaust Fans	\$ 5.00		
n. Heaters (unit, space, water, gas logs, gas fireplace)	\$ 15.00			e. Chimneys: Class A, B - Vent/Chimney Liner	\$ 10.00		
o. Kitchen Hoods (add duct work) Type 1 or 2	\$ 31.00			f. Heaters (unit, space, gas logs, gas fireplace, water)	\$ 15.00		
p. Solid Fuel Equip. (wood or fireplace stoves)	\$ 31.00			g. Heating System New Furnace add duct/Boiler add piping	\$ 52.00		
q. Tanks	\$ 13.00			h. Humidifiers	\$ 5.00		
r. Testing	\$ 42.00			i. Solid Fuel Equip. (wood or fireplace stoves)	\$ 31.00		
3. VENTILATION UNITS, EXHAUST FANS, ERV				j. Air Handler/ERV (add ductwork)	\$ 20.00		
a. 1 to 2,000 CFM	\$ 7.00			k. Generator	\$ 25.00		
b. 2,001 CFM to 10,000 CFM	\$ 36.00			8. RESIDENTIAL REPLACEMENT EQUIPMENT			
c. Over 10,000 CFM	\$ 68.00			a. Air Conditioning Units / Heat Pumps	\$ 21.00		
4. AIR HANDLER UNITS (smoke detector testing req'd for units over 2,000 CFM)				b. Furnace/Boiler/Generator	\$ 21.00		
a. 1 to 2,000 CFM	\$ 21.00			c. Water Heater	\$ 21.00		
b. 2,001 CFM to 10,000 CFM	\$ 42.00			This is your permit when approved by the City's Administrative Authority. Make checks payable to "CITY OF GRAND RAPIDS"			TOTAL FEE
c. Over 10,000 CFM	\$ 68.00						

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.