

CITY OF HAZEL PARK  
111 EAST NINE MILE ROAD  
HAZEL PARK, MI 48030  
PHONE: (248) 546-4075 FAX: (248) 414-5951

**FOR OFFICE USE ONLY**

PERMIT #: \_\_\_\_\_

DATE ISSUED: \_\_\_\_\_

BY: \_\_\_\_\_

**MECHANICAL PERMIT APPLICATION**

JOB ADDRESS: \_\_\_\_\_

OWNER'S NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

OWNER'S ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

APPLICANT: \_\_\_\_\_ PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

APPLICANT'S ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

Social Security No:	Federal Employer ID:
Workers Comp. Ins. Carrier:	MESC Employer ID:

**FEES & WORK DESCRIPTION:**

No. of Inspections	Type of Inspection or Fee	Fee	Cost (No. x Fee)
<b>Required</b>	Administrative Fee	\$20.00	<b>\$20.00</b>
	Rough Heat	\$75.00	
	Final Heat	\$75.00	
	Residential Air Conditioning	\$75.00	
	Commercial Heat or Air (One inspection per unit)	\$75.00	
	Refrigeration	\$75.00	
	Gas Line	\$75.00	
	Fire Suppression	\$75.00	
	Other _____		
	<b>TOTAL FEES:</b>		

**FOR OFFICE USE ONLY**

**FEES**

**PAID**

Permit: \_\_\_\_\_

Registration: \_\_\_\_\_

Investigative Fee: \_\_\_\_\_

Other: \_\_\_\_\_

**TOTAL:** \_\_\_\_\_

Code Official Approval: \_\_\_\_\_

Date approved for issue: \_\_\_\_\_

DESCRIPTION OF WORK: \_\_\_\_\_

**PLAN REVIEW:** Plan review is not required for one and two family dwellings with an input of 375,000 or less, alterations determined to be minor by the building official or assembly, business and mercantile building under 3,500 sq. feet and one fire area. Plans are required for all other building types and shall be prepared under the direct supervision of a **qualified** architect or engineer licensed pursuant to Act 299, of the Public Acts of 1980, as amended, and shall bear that architect's or engineer's seal.

HAVE PLANS BEEN SUBMITTED? ☐ YES ☐ NO ☐ NOT REQUIRED

**APPLICANT'S SIGNATURE:** 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 building or a residential structure. Violators of Section 23A are subject to civil fines.

**HOMEOWNER AFFIDAVIT:** I hereby certify the 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 Inspector. I will cooperate with the Inspector and assume the responsibility to arrange for necessary inspections.

I HAVE READ AND UNDERSTAND THE ABOVE PROVISIONS:

\_\_\_\_\_  
APPLICANT' SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DRIVER'S LICENSE NUMBER

\_\_\_\_\_  
DATE OF BIRTH

## **1.0 MECHANICAL PERMIT FEE SCHEDULE**

- 1.1 All permits shall be assessed a non-refundable application fee of \$15.00.
- 1.2 The Permit Fees for any mechanical permit shall be \$60.00 per inspection. One inspection and the application fee are required on all permits. Permit fees are non-refundable after work has started and non-transferable.
- 1.3 Contractor registration fee shall be \$15.00 for mechanical (all categories).
- 1.4 Permits for new construction shall be for the minimum number of inspections required in Section 3.
- 1.5 An investigative fee equal to the permit fee, shall be assessed if a permit was not issued prior to commencement of work.
- 1.6 A fee of \$40.00 per inspection shall be charged for the re-inspection of all failed inspections.

## **3.0 INSPECTIONS: MINIMUM NUMBER AND WHEN REQUIRED**

### **3.3 Mechanical: Single-Family Residential**

- 1. For new construction a minimum of three inspections, a rough, final, and gas line inspection shall be required for each heating system. A separate inspection shall be required for each cooling system. A heating or cooling unit without a distribution system shall require one inspection.

Remodels shall require a minimum of a rough and final inspection. For all other types or work of this class, inspections shall be required for each visit required from the mechanical inspector.

- 2. Pre-fab fireplaces shall require a minimum of one inspection per dwelling unit. Multiple fireplaces in the same dwelling unit, and inspected on the same visit, shall require one inspection. Units may also require a gas line inspection.

### **3.4 Mechanical: Multiple-Family, Commercial, Industrial**

Each heating and/or cooling unit shall require one inspection. Each multi-family dwelling unit shall require a rough and final. Installation or modification of any distribution system not involving the associated heating/cooling unit shall require one inspection. Where an underground inspection(s) is required, an additional inspection shall be charged per visit. Gas lines require an additional inspection per system.

Refrigeration units of one horse-power or greater shall require one inspection per unit.

Concealed piping shall require an additional inspection per system.