

# MECHANICAL PERMIT APPLICATION

## Oceana County Building Department

844 S. Griswold  
Hart, MI 49420  
(231)873-5355  
[bi@oceana.mi.us](mailto:bi@oceana.mi.us)

Permit # \_\_\_\_\_  
Receipt# \_\_\_\_\_  
Payment Type \_\_\_\_\_

### Job Site Information

Property Owner Name \_\_\_\_\_ Township \_\_\_\_\_  
Property # 64-\_\_\_\_-\_\_\_\_-\_\_\_\_-\_\_\_\_(\_\_\_\_) When was property purchased \_\_\_\_\_  
Street Address \_\_\_\_\_ City/Vlg \_\_\_\_\_

### Property Owner Mailing Address

Name: \_\_\_\_\_  
Mail Address \_\_\_\_\_  
City \_\_\_\_\_  
State/Zip \_\_\_\_\_  
Phone # \_\_\_\_\_  
Fax # \_\_\_\_\_  
Cell Phone # \_\_\_\_\_  
Email \_\_\_\_\_

### Contractor Information

Company Name \_\_\_\_\_  
Mail Address \_\_\_\_\_  
City \_\_\_\_\_  
State/Zip \_\_\_\_\_  
License Holder Name \_\_\_\_\_  
State License # \_\_\_\_\_  
Exp Date \_\_\_\_\_  
Email \_\_\_\_\_  
Phone # \_\_\_\_\_  
Cell phone # \_\_\_\_\_  
Fed ID # \_\_\_\_\_  
MESC# \_\_\_\_\_  
Work comp carrier \_\_\_\_\_

### Description of job (see bottom page 2)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Commercial  Residential   Has info changed in last year?

**Applicant Signature:** Section 23a of the State Construction Act of 1972, 1972 PA 230 MCL 125.1523a, prohibits a person from conspiring to circumvent the licensing requirements of the 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. **A PERMIT WILL BE CANCELLED WHEN NO INSPECTIONS ARE REQUESTED OR CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELLED PERMITS CANNOT BE REFUNDED OR REINSTATED.**

Signature \_\_\_\_\_ Applicant DOB \_\_\_\_\_ Date \_\_\_\_\_  
 Contractor  Property Owner

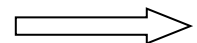
Printed Applicant Name: \_\_\_\_\_

**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 or covered up, or put into operation until it has been inspected and approved by the Oceana County Mechanical Inspector. I will cooperate with the County Mechanical Inspector and assume the responsibility to arrange for necessary inspection.

Signature \_\_\_\_\_ Date \_\_\_\_\_

### Driving Directions: (include nearest cross roads & landmarks, do not rely on GPS)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**OCEANA COUNTY BUILDING DEPARTMENT**  
**MECHANICAL FEE SCHEDULE (ROUND TO NEAREST DOLLAR)**

Permit **expires** in 6 months and no work shall be concealed without inspection

*Effective: 1/14/16*

*Round to Nearest Dollar*

	FEE	NUMBER	TOTAL	<b>ROUND AMOUNT</b>	FEE	NUMBER	TOTAL
1. App Fee (non-refundable) includes 1 inspection	\$75.00		\$75.00	25. Cooling Towers	\$30.00		
2. Residential Heating System (incl. 1 gas/oil burn equip., all piping, duct work, and 1 gas pipe opening)	\$60.00			26. Chiller	\$30.00		
3. Gas/Oil Burning Equipment - New and/or Conversion Units & Electric Boilers/Furnace	\$35.00			27. Evaporator Coils	\$30.00		
4. Duct - minimum \$25.00	\$.10/ft			28. Fire Suppression/Protection - minimum <b>\$20.00</b>	\$0.75/ft		
5. Water Heater	\$10.00			29. Refrigeration - Split System - Commercial	\$40.00		
6. Solid Fuel Equip (includes chimney)	\$30.00			30. Unit Ventilators/Exhaust Fans Commercial - plus Duct work	\$10.00		
7. Chimney, Factory Built - installed separately	\$25.00			31. All Piping (GAS, PROCESS, HYDRONIC, REFRIGERATION)	\$.05/ft		
8. Gas Fireplace (incl chimney)	\$30.00			<b>minimum fee \$25.00</b>			
9. Gas pipe opening - Each opening - new installation (stove, dryer, etc.)	\$5.00			32. Commercial Hoods	\$25.00		
10. AC	\$30.00			33. Generator (Res & Commercial)	\$50.00		
11. Heat Pumps	\$30.00			34. Roof tops - Comm.	\$40.00		
12. Bath & Kitchen exhaust - Res.	\$5.00			35. Solar; set of 3 panels (includes piping)	\$20.00		
13. LP line - <b>Minimum \$25.00</b>	.05/ft			36. Renewal (after 2 ext.) or cost of new permit (new permit requires meeting current codes)	\$175.00		
14. Compressor	\$30.00			37. Additional Inspection/underground	\$75.00		
15. Unit Heaters (Terminal Units)	\$15.00			38. Final Inspection	\$75.00		
16. Humidifiers	\$10.00			39. Plan Review	\$75 for initial \$250 permit fee. Add 10% for permit fee over \$250		
17. Flue/Vent damper	\$5.00			40. Written Certification Fee	\$20.00		
18. Air Handlers/Heat Wheels under 10,000 CFM	\$40.00			<b>After the Fact Permit Fee Schedule</b>			
19. Air Handlers/Heat Wheels Over 10,000 CFM	\$60.00			41. Unscheduled Site Inspection	\$105.00		
20. Mini Split (Htg & AC)	\$30.00			42. Administrative Notification Fee	\$87.50		
21. Heat Recovery Units/makeup air	\$10.00			43. Certified & Return Receipt Mailing Fee	Current USPS Rate		
22. V.A.V. Boxes	\$10.00			44. Restricted Delivery	Current USPS Rate		
23. Gas/Fuel oil tanks – above ground <b>(NOT LP TANKS)</b>	\$20.00			46. 2nd Notification Process with Certified Mail and Return Receipt (if needed)	\$50.00		
24. Gas/Fuel oil tanks – under ground <b>(NOT LP TANKS)</b>	\$25.00			47. Construction Board of Appeals	\$400.00		
					<b>TOTAL</b>		

**Plan Review:** Plans and specifications must be submitted for 1 & 2 family dwelling when the input rating of the building heating/cooling system exceeds 375,000 Btu's. Plans must be submitted before a permit can be issued

Plans are required for all 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 Act of 1980, as amended, and shall bear that architect's/engineer's signature and seal, except: 1. 1 & 2 family dwellings when the total bldg. htg/clg input rating is 375,000 Btu's or less. 2. Alterations and repair work determined by the mechanical official to be of minor nature. 3. Business, mercantile & storage bldgs. having HVAC equip only, with 1 fire area and not more than 3,500 sq. ft 4. Work completed by a governmental subdivision or state agency costing less than \$15,000.00