City of Bloomfield Hills
45 E. Long Lake Road
Bloomfield Hills, Michigan 48304-2322
Phone (248) 644-1520 Fax (248) 644-4813
www.bloomfieldhillsmi.net

MECHANICAL PERMIT APPLICATION

AUTHORITY: 1972 P.A. 230
COMPLETION: MANDATORY TO OBTAIN PERMIT
PENALTY: PERMIT CAN NOT BE ISSUED

A copy of your contractor license and state approved photo id are required with every application
All fields must be completed

Applications that do not include a timeline of construction (Section III) will not be processed.

I. JOB LOCATION

Name of Owner/Agent	Has a building permit been obtained for this project? ☐ Not Required ☐ Permit #
Street Address & Job Location (Street No. & Name)	City

II. CONTRACTOR/HOMEOWNER INFORMATION

☐ Contractor ☐ Homeowner	Name		License Number	Exp. Date
Address (Street No. and Name)		City	State	Zip Code

Telephone Number ( )	Cell Number ( )	Fax Number or E-mail Address
Federal Employer ID Number (or reason for exemption)	Workers Compensation Insurance Carrier (or reason for exemption)	MESC Employer Number (or reason for exemption)

III. TYPE OF JOB

☐ Single Family ☐ New ☐ Commercial ☐ Alteration	☐ Service Only ☐ Special Inspection
Describe work to be completed and provide a brief timeline of construction:	Please indicate anticipated start and finish date:

IV. PLAN REVIEW REQUIRED

Plans must be submitted with this application and the appropriate fee before a permit can be issued, except as listed below.

Plans are not required for the following:
- One and two-family dwelling when the total cumulative 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

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

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.

Plans Not Required ☐

V. LICENSING REQUIREMENT

Section 106 of the Mechanical Code as adopted requires that a contractor licensed under 1956 PA 192, MCL 338.971 to 338.988 apply for a permit to erect, alter, install, enlarge, repair, remove, convert or replace a mechanical system regulated by this code. 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 residential structure. Violators of Section 23a are subjected to civil fines.

VI. HOMEOWNER AFFIDAVIT

I hereby certify the work described on this permit application shall be completed **by myself in my own home** in which I am living or about to occupy. All work shall be completed and/or installed in accordance with the State Building Code and **shall not be** put into use until it has been **inspected** and **approved** by the Mechanical Inspector. I will cooperate with the Mechanical Inspector and assume the responsibility to arrange for necessary inspections.

VII. APPLICANT SIGNATURE

Signature of Licensed Contractor or Homeowner (Homeowner signature indicates compliance with the Homeowner Affidavit – include copy of state approved photo id).	Date

COMPLETE THE APPLICATION ON THE NEXT PAGE

Mechanical Permit Fees			
ITEM	QUANTITY	FEE (EA)	TOTAL
A/C residential -1st unit		$ 100.00	
Each additional unit		$ 25.00	
A/C unit 1 to 5 tons-Commercial or Refrig Unit		$ 30.00	
A/C unit 6 to 50 tons-Commercial		$ 50.00	
A/C unit over 50 tons- Commercial or Refrig Unit		$ 100.00	
Bath fan vent (each opening)		$ 15.00	
Boiler Replacement		$ 100.00	
Chimney Liner		$ 10.00	
Commercial exhaust		$ 25.00	
Ductwork-alteration to existing system		$ 25.00	
Ductwork-new system		$ 35.00	
Fire Dampers and smoke detectors		$ 25.00	
Replacement units (each)		$ 50.00	
Fire Suppression Support Inspection		$ 50.00	
Furnace/Boiler 75k BTU or less		$ 40.00	
Furnace/Boiler 75k to 500 BTU		$ 50.00	
Furnace/Boiler over 500k BTU		$ 75.00	
Gas Fireplace		$ 75.00	
Gas Piping (Includes 3 openings)		$ 25.00	
Each Additional Opening (cost per opening)		$ 10.00	
Heat exchanger		$ 15.00	
Humidifier or electric air cleaner		$ 25.00	
Metal chimney or Type B vent		$ 25.00	
Misc. item (each)		$ 25.00	
New Construction(Includes 1st Furnace & Duct)		$ 100.00	
Each Additional Unit		$ 50.00	
Pre-fab fireplace: Manuf. Instructions MUST be on jobsite		$ 100.00	
Processed Piping Field Pressure Test (GPS locations required)(GeoThermal)		$ 25.00	
Processed Piping Pressure Test (Hydronic)		$ 50.00	
Reheat Coil or VAV box- 1st unit		$ 25.00	
Each Additional Unit		$ 10.00	
Residential bath exhaust		$ 25.00	
Residential kitchen exhaust		$ 25.00	
Shop inspection-prior to insulation		$ 40.00	
Single inspection (each)		$ 50.00	
Solar heating system-1st panel		$ 50.00	
Each additional unit		$ 10.00	
Solid Fuel Fireplace or equipment		$ 75.00	
Space/unit heater (each)		$ 25.00	
Water heater		$ 25.00	
Whirlpool tub		$ 12.00	
Total of Above Fees:			
Your Total Permit Cost for this Application is as follows:			
If the **total of fees above** is $75.00 or greater, enter that sum in this box.		>>>>>>>>	
If the total is less than $75.00, then your permit fee shall be the			
minimum permit fee by ordinance, which is $75.00			
Enter $75.00 in this box instead.		>>>>>>>>	
Contractor registration (valid for the duration of the active state			
license) add $15.00 in this box.		>>>>>>>>	
Application Fee **(required for every application and not part of**			
minimum fees).		>>>>>>>>	$ 100.00
Make your check payable to the City of Bloomfield Hills in the amount of:		>>>>>>>>>>	