



**CHARTER TOWNSHIP OF WATERFORD**

5200 Civic Center Dr. • Waterford, MI 48329

Phone 248-674-6238 • Fax 248-674-4097

www.waterfordmi.gov

Permit # PM21-  
For office use only

**APPLICATION FOR MECHANICAL PERMIT**

**1. JOB LOCATION**

<b>Address of Job Location :</b>		
Name of Owner	Owner Phone	Owner Email

**2. APPLICANT INFORMATION**

<b>Contractor Homeowner</b>	Name	License Number	Expiration Date
Address		City	State      Zip
Telephone		Email	
Federal Employer ID Number	MESC Number	Workers Comp Insurance Carrier	

**3. TYPE OF JOB**

Single Family:	New	Addition	Alteration	Pre-Manufactured Home Setup
Commercial:	New	Addition	Alteration	Special Inspection

**4. MECHANICAL PERMIT INFORMATION**

Permit fees for new residential single family homes and condominium units shall be at a flat fee based on the total area of the structure. This fee shall cover all electrical installations within the structure. Fees for additions, alterations, accessory structures and all commercial construction have a base fee plus itemized charges for specific work being performed. The permit is valid for a period of one year from the date of issuance. Applicant may request one six-month extension upon payment of the permit extension fee. Requests for inspections of partially completed work require payment of a Special Inspection Fee. Any re-inspection fees assessed against a permit must be paid prior to scheduling subsequent inspections. **Cancellations and Refunds:**

Base permit fees are non-refundable.

Permits cancelled within 3 months of issue with no work or inspections performed	80%
Permits cancelled within 6 months of issue with no work or inspections performed	50%
Permits cancelled within 1 year of issue with no work or inspections performed	25%
Permits cancelled after 1 year of issue with no work or inspections performed	0%
Permits cancelled after work has commenced or inspections performed	0%

**5. APPLICANT SIGNATURE**

**Section 23a of the State Construction Code Act of 1972, 1972PA 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 residential structure. Violators of Section 23a are subject to civil fines.**

Placing a check in the box serves two purposes: (1) The person filing this application is the actual applicant. (2) The person filing this application understands and agrees to the above provisions.	Date
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**6. HOMEOWNER AFFIDAVIT**

By placing a check in the box, I hereby certify that I am the homeowner and occupant of, or will, upon completion of the work and issuance of a Certificate of Occupancy, become the homeowner and occupancy of this residence and that I will personally install all piping, fittings and fixtures and perform all work required to comply with the applicable codes and ordinances as adopted by Waterford Township relative to this permit.	Date
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**New Single Family Residential:**

Quantity	Description	Unit Price	Extension
	Less than 2000 sq. ft.		
	2000 sq. ft. – 2499 sq. ft.		
	2500 sq. ft. – 2999 sq. ft.		
	3000 sq. ft. – 3499 sq. ft.		
	3500 sq. ft. and up		
	Apartments units, each		

Includes air conditioning?	Yes	No
Includes gas piping?	Yes	No
Includes fireplace?	Yes	No

**Alterations, Additions and all Commercial Projects:**

Quantity	Description	Unit Price	Extension
	Base Permit fee, include in itemized total		
	Furnace, each		
	Boiler, each		
	Water heater (if electric water heater is installed an Electrical Permit is also required)		
	Fireplace, wood stove, each		
	Chimney or chimney liner, each		
	Duct system or hot water heat piping		
	Gas piping outlet, each		
	Central air conditioning, each New Install Yes No (site plan and screening required for new install)		
	Heat pump, pool heater or unit heater, each		
	HVAC unit (under 15 HP)		
	HVAC unit (15 to 50HP)		
	HVAC unit (over 50 HP)		
	Evaporating coil or Chilling tower		
	Exhaust fan (under 1500 CFM)		
	Exhaust fan (1500 to 10,000 CFM)		
	Exhaust fan (over10,000CFM)		
	Duct system (bid price under \$3000.00)		
	Duct system (\$3001.00-\$7999.00)		
	Duct system (\$8000.00 -\$10,999.00)		
	Duct system (\$11,000-\$15,000.00)		
	Duct system (each add'l. \$3000.00 over \$15,000.00)		
	Humidifier or Air Cleaner, each		
	Incinerators, crematories, each		
	Outside wood burning unit (approved site plan and installation instructions required)		
	Fire suppression system		
	Hood suppression system, Type I or II		

**Miscellaneous Fees**

	Registration of Mechanical Contractor's License		
	Reinspection fees or partial inspection fees		
	Special inspections		
	Mechanical Permit extension fee		
	After Hours/ weekend inspection		

Permit Fee Total \$ \_\_\_\_\_