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 Email: permits@kaba-mi.org  
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Authority: 1972 PA 230  
 Completion: Mandatory to obtain permit  
 Penalty: Application must be completed, signed,  
 and proper fee paid, or permit will not be issued

## MECHANICAL PERMIT APPLICATION

<b>Permit # M</b>		
<b>PROJECT INFORMATION</b>	Has a building permit been issued for this project? Yes <input type="checkbox"/> No <input type="checkbox"/> Not Required <input type="checkbox"/>	
Address:		Jurisdiction/Municipality:
Applicant: <input type="checkbox"/> Owner <input type="checkbox"/> Licensee		
<b>IDENTIFICATION</b>		
<b>A. Property Owner/Lessee</b>		
Name:		Telephone:
Address: (if different from above)		Email:
City:	State:	Zip Code:
<b>B. Contractor/Licensee</b>		
Company/Contractor:		Telephone:
Address:		Email:
City:	State:	Zip Code:
Licensee Name and #:		Expiration Date:
<b>IF N/A ON INFORMATION BELOW, GIVE REASON FOR EXEMPTION</b>		
FEIN #:	W/C Insurance Carrier:	UIA/MESC #
<b>TYPE OF WORK</b>		
<input type="checkbox"/> Single Family <input type="checkbox"/> Commercial <input type="checkbox"/> New <input type="checkbox"/> Alteration <input type="checkbox"/> Special Inspection <input type="checkbox"/> Premanufactured Home Setup (State Approved) <input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home) <input type="checkbox"/> State Owned <input type="checkbox"/> School Other: _____		
<b>DESCRIPTION OF WORK: Please provide a brief description of the work below</b>		
<b>PLAN REVIEW</b>		
Is a plan review required? (See supplement to Permit Application) <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>HOMEOWNER AFFIDAVIT</b>		
I hereby certify the mechanical work described on this permit application shall be installed <b>by myself in my own home in which I occupy or am about to occupy.</b> All work shall be installed in accordance with the Michigan Mechanical Code and <b>shall not be enclosed, covered up, or put into operation</b> until it has been <b>inspected and approved by the Mechanical Inspector.</b> I will cooperate with the Mechanical Inspector and assume the responsibility to arrange for necessary inspections.		
<b>APPLICANT SIGNATURE</b>		
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 a residential structure. Violators of Section 23a are subject to civil fines.		
Signature of <b>Licensee</b> or <b>Homeowner</b> (Homeowner's signature indicates compliance with the Homeowner's Affidavit)		
_____		Date _____

<b>FEE CHART – Enter the number of items being installed, multiply by the unit price for total fee</b>				
<b>#</b>	<b>MECHANICAL FEE CHART</b>	<b>Unit Price</b>	<b># of Items</b>	<b>Total</b>
1	Application Fee (NON-REFUNDABLE) <b>Inspections NOT included</b>	\$50.00	1	\$50.00
2	Residential Heating System (Inc. duct & gas pipe) <b>New Building Only *</b>	\$50.00		
3	Gas/Oil Burning Equipment <input type="checkbox"/> Furnace <input type="checkbox"/> Fireplace <input type="checkbox"/> Generator <input type="checkbox"/> Roof Top Unit (Including AC) <input type="checkbox"/> Pool Heater	\$30.00		
4	Boiler *	\$30.00		
5	Solid Fuel Equipment (includes chimney)	\$30.00		
6	Gas Piping (New Installation) <b>Each Opening</b>	\$5.00		
7	Duct-Commercial Base Fee \$25.00+(_____ LF)x0.10/LF (Base + LF)	\$25.00+0.10/LF		
8	Duct-Residential Flat Fee	\$25.00		
9	Solar (set of 3) Fluid Transfer (includes piping)	\$20.00		
10	Water heater	\$6.00		
11	Damper	\$5.00		
12	Flue/Chimney Liner	\$5.00		
13	Exhausters	\$15.00		
14	Dryer, Bath, Kitchen Exhausts	\$5.00		
15	Commercial Hood	\$15.00		
16	Piping (All Piping-Minimum Fee \$25.00): Fuel Gas (Base/Ft)	\$25.00 or 0.05/ft		
17	Piping (All Piping-Minimum Fee \$25.00): Process (Base/Ft)	\$25.00 or 0.05/ft		
18	Piping (All Piping-Minimum Fee \$25.00): Hydronic (Base/Ft)	\$25.00 or 0.05/ft		
19	Piping (All Piping-Minimum Fee \$25.00): Refrigeration (Base/Ft)	\$25.00 or 0.05/ft		
20	LP Tank	\$20.00		
21	Tanks: Aboveground (Other than LP) *	\$20.00		
22	Tanks: Aboveground Connection	\$20.00		
23	Tanks: Underground (Other than LP) *	\$25.00		
24	Tanks: Underground Connection	\$25.00		
25	Fire Suppression/Protection (includes piping) Min. Fee \$20 (Base/Head) **Heads and Piping ONLY**	\$20.00 or \$1.00/Head		
26	New Fire Suppression (Flat Fee) – Riser, FDC, Etc	\$50.00		
27	<input type="checkbox"/> Air Conditioning <input type="checkbox"/> Heat Pump <input type="checkbox"/> Air Handler <input type="checkbox"/> Compressor/Condenser	\$30.00		
28	Heat Recovery Units	\$10.00		
29	Humidifiers/Air Cleaners	\$10.00		
30	Refrigeration (split system)	\$30.00		
31	Chiller	\$30.00		
32	V.A.V. Box(es)	\$10.00		
33	Unit Ventilators/PTAC Units	\$10.00		
34	Unit Heaters (terminal units)	\$15.00		
35	Coils (heating/cooling)	\$30.00		
36	Cooling Towers	\$30.00		
37	Other appliances not listed	\$30.00		
38	<b>Inspections:</b> <input type="checkbox"/> Underground <input type="checkbox"/> Rough-In <input type="checkbox"/> Hydronic <input type="checkbox"/> Final	\$50.00 EACH		
<b>ONE COURTESY RE-INSPECTION PER INSPECTION TYPE WITH A \$55 FEE FOR EVERY RE-INSPECTION FOLLOWING</b>				
39	Additional (See Supplemental Fee Schedule)			
40	Investigation Fee (See Supplemental Fee Schedule)			
41	Plan Review (To Be Determined)			
<b>TOTAL FEE **Must include the non-refundable application fee and final inspection fee**</b>				

\* See fee clarifications on next page for line items 2, 4, 21 and 23\*

**Item # 2, Residential Heating System:** This item is used for the installation of a heating system in a **new residential structure**. Items # 6, Gas Piping and # 8, Duct-Residential, **should NOT** be charged. Replacement systems should be itemized.

**Item # 4, Residential Boiler:** A residential boiler **must** be installed by a licensed boiler installer if exceeding 15 PSI, temp exceeding 250 degrees Fahrenheit, **or** apartment building with 6 or more dwelling units.

**Items # 21 and 23, Tanks:** A homeowner **must** own tank to install. If homeowner does not own tank, a licensed mechanical contractor **must** install

## Supplement to Mechanical Permit Application

### MECHANICAL PERMIT APPLICATION

Plans must be submitted with an application before a permit can be issued, except as listed below.

Plans are not required for the following:

1. One and two family dwellings when the total building heating/cooling system input rating is 375,000 BTU's or less
2. Alterations and repair work determined by the Mechanical Official to be of a minor nature
3. Business, mercantile, and storage buildings having HVAC equipment only, with one fire area and not more than 3,500 square feet.
4. Work completed by a governmental subdivision or state agency costing less than \$15,000.00

If work being performed as described above, check "No" in the "Plan Review" section.

What is the building size in square footage? \_\_\_\_\_

What is the input rating of the heating system in this building? \_\_\_\_\_

**Plans are required** for all other building types and shall be prepared by or under the direct supervisor of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

## Inspection Instructions

Mechanical work shall not commence until an application for permit has been filed with KABA and the permit has been issued. All installations shall be in conformance with the Michigan Mechanical Code. **No work shall be concealed until it has been inspected and approved. When ready for an inspection, contact KABA, providing as much advance notice as possible (at least 24 hours).** KABA will need to job location and/or permit number, as well as access instructions/on site contact information.

**Expiration of Permit:** Every permit issued shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS WILL NOT BE REFUNDED.**

MAKE CHECKS PAYABLE TO KALAMAZOO AREA BUILDING AUTHORITY OR KABA

PLEASE GIVE 24 HOUR NOTICE FOR INSPECTIONS