Jurisdiction of:
Courtland Township

APPLICATION FOR MECHANICAL PERMIT

DATE _____

Make Checks Payable to:
Courtland Township
6581 Belding Rd Ne Ste. 101
Rockford MI, 49341
PH:616.407.4980
www.pcimi.com

PERMIT NO. _____
Job Location _____
Owner _____
Address _____
City _____ State _____ Zip _____
Phone No. _____ Email _____

TYPE OF JOB:
COMMERCIAL: NEW ☐ REMODEL ☐
RESIDENTIAL: NEW ☐ REMODEL ☐

Building Permit No. _____

ADMINISTRATIVE & INSPECTION FEES

	Per Unit	Number	FEE
01.Permit Base Fee (non-refundable, no inspections included)	**60.00**	**1**	**$ 60.00**
02.Final Inspection	60.00		
03.Rough-In Inspection	60.00		
04.Underground Inspection	60.00		
05.Re-Inspection	60.00		
06.Additional Inspection	60.00		
07.Special Inspections (not requiring a permit)	100.00		
08.Administrative Fee	250.00		

MECHANICAL EQUIPMENT FEES

	Per Unit	Number	FEE
09.Furnaces, Boilers, and Heat Pumps	25.00		
10.Fireplaces and Wood Stoves	25.00		
11.Water Heaters	25.00		
12.Chimney (factory built)	20.00		
13.Solar Equipment (including piping)	20.00		
14.Gas Piping New Installation (per each opening)	10.00		
15.LPG Piping	12.00		
16.Exhaust Fans (each)	5.00		
17.Central Air Conditioning	20.00		
18.Duct Systems and Hydronic Piping	25.00		

COMMERCIAL / INDUSTRIAL MECHANICAL SYSTEMS

Fee is assessed using the bid range below. Enter the bid price along with the corresponding fee value for each item below.

Bid under $3,000 . . . . . $30.00
Bid range $3,000 - $7,999 . . . . . $40.00
Bid range $8,000 - $10,999 . . . . . $50.00
Bid $11,000 and up ($50.00 + $10.00 per each $3,000 over $11,000) . . . . . Calculate Fee

Permit Base Fee and Inspection Fees are NOT included in the Bid Price Fee

	Enter Bid Price	FEE
19.Roof Top Units (RTU's)		
20.Air Handler Units (AHU's)		
21.Packaged Units (PTACS)		
22.Curb-Mounted HVAC Systems		
23.Boilers		
24.Chillers (air cooled or water-cooled)		
25.Cooling Towers		
26.Make-Up Air Units		
27.Unit Heaters		
28.Process Ventilation / Industrial Exhaust Systems		
29.Specialty or Process Mechanical Systems		
30.Ducts, Piping, and Suppression Systems		
31.Fire Suppression Systems		
32.Fire Suppression Plan Review	FEE $ 130.00	

TOTAL FEES _____

DETAILED DESCRIPTION OF WORK

_____
_____
_____
_____

An administrative fee will be charged if work is started prior to a permit being issued

CONTRACTOR'S NAME			
EMAIL	TELEPHONE NO.		
ADDRESS	CITY	STATE	ZIP CODE
LICENSE NO.	EXPIRATION DATE		
FEDERAL EMPLOYER ID NUMBER OR REASON FOR EXEMPTION	SELF EMPLOYED NO EMPLOYEES ☐		
WORKERS COMP. INSURANCE CARRIER OR REASON FOR EXEMPTION	SELF EMPLOYED NO EMPLOYEES ☐		
MESC EMPLOYER NUMBER OR REASON FOR EXEMPTION	SELF EMPLOYED NO EMPLOYEES ☐		

Homeowners Affidavit ☐ **Check this box If this work is going to be done by the owner**

I hereby certify the mechanical work described on this permit application shall be installed by myself in my single family dwelling in which I am living or about to occupy. All work shall be installed in accordance with the local Mechanical Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the Mechanical Inspector. I will cooperate with the Mechanical Inspector and assume responsibility to arrange for necessary inspections.

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 sections 23a are subjected to civil fines.

_____
Signature of Licensee or Homeowner

_____
Printed Name of Licensee or Homeowner