

Mechanical Permit Application
Township of Port Huron
 3800 Lapeer Rd, Port Huron MI 48060
 810-987-6600
 mhernandez@porthurontownship.org

2023

Authority: 1972 PA 230 Penalty: Failure to provide information may result in denial of your request.	Port Huron Township is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.
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I. Project or Facility Information

NAME OF OWNER/AGENT		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT?		
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required		
STREET ADDRESS AND JOB LOCATION (Street Number and Name)	CITY	ZIP CODE	COUNTY	
TOWNSHIP of PORT HURON				

II. Applicant/Facility Contact Information

INDICATE APPLICANT <input type="checkbox"/> Licensee <input type="checkbox"/> Owner	NAME OF OWNER/LICENSEE	COMPANY NAME	TELEPHONE NUMBER (Include Area Code)	
ADDRESS (Street Number and Name)	CITY	STATE	ZIP CODE	
LICENSE NUMBER	EXPIRATION DATE	E-MAIL ADDRESS		
FEDERAL EMPLOYER ID NUMBER (or reason for exemption)				
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)			UIA NUMBER (or reason for exemption)	

III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> LP Tank
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Premanufactured Home Setup (State Approved)	<input type="checkbox"/> Addition
		<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	

IV. Plan Review Information

Plans must be submitted with an Application for Plan Examination and the appropriate deposit 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 is described above, check box below **"Plans Not Required."**

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 supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

PHT Plan Review Project No. _____ **Plans Not Required**

V. Applicant Signature

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 subjected to civil fines.

SIGNATURE OF CONTRACTOR OR OWNER	DATE
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I hereby certify the mechanical work 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, 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 the responsibility to arrange for necessary inspections.

Signature of Home Owner _____ Date: _____

Item #2, Residential Heating System: This item is used for the installation of a heating system in a **new residential structure**. Items #10 Gas Piping and #18 Duct need not be added. Replacement systems should be itemized.

	Fee	# of Items	Total		Fee	# of Items	Total
1. Application Fee (non-refundable)	\$50.00	1	\$50.00	46. Exhausters (commercial)	\$15.00		
2. Residential Heating System (includes duct & pipe) New Building Only*	\$50.00			21. Duct - minimum fee \$25.00	\$.10 /ft		
3. Gas/Oil Burning Equipment (furnance, roof top units, generators)	\$30.00			22. Heat Pumps; (Split systems) Geothermal (pipe not included)	\$20.00		
4. Boiler	\$30.00			Air Handlers/Heat Wheels			
5. Water Heater (gas piping & venting-direct replacement only)	\$5.00			23. Under 10,000 CFM	\$20.00		
6. Damper / Flue (control, back-draft, barometric or fire/smoke)	\$5.00			47. Over 10,000 CFM	\$60.00		
7. Solid Fuel Equipment (includes chimney)	\$30.00			24. Commercial Hoods	\$15.00		
9. Chimney, factory built, B Vent, PVC Venting	\$25.00			25. Heat Recovery Units	\$10.00		
8. Gas Burning Fireplace	\$30.00			26. V.A.V. Boxes (all variable volume or zone damper equipment)	\$10.00		
10. Solar; set of 3 panels-fluid transfer (includes piping)	\$20.00			27. Unit Ventilators/PTAC Units	\$10.00		
11. Gas Piping; each opening	\$5.00			28. Unit Heaters (terminal units)	\$15.00		
12. Air Conditioning (incl. split systems) RTU-Cooling Only	\$30.00			29. Fire Suppression/Protection (includes piping)-minimum fee \$20.00	\$.75 / head		
40. Pool Heater	\$30.00			30. Coils (Heat/Cool)	\$30.00		
13. Dryer, Bath & Kitchen Exhaust (residential ducting not included)	\$5.00			31. Refrigeration (split system)	\$30.00		
18. Humidifiers/Air Cleaners	\$10.00			Chiller/Cooling Towers			
Tanks				32. Chiller-Refrigeration	\$30.00		
14. Aboveground (other than L.P.)	\$20.00			44. Chiller-Air Conditioning	\$30.00		
15. Aboveground Connection	\$20.00			33. Cooling Towers-Refrigeration	\$30.00		
16. Underground (other than L.P.)	\$25.00			45. Cooling Towers-Air Conditioning	\$30.00		
17. Underground Connection	\$25.00			34. Compressor/Condenser	\$30.00		
Piping (ALL piping-minimum fee \$25.00)				Inspections			
19a. Fuel Gas Piping	\$.05 /ft			35. Special Inspection	\$50.00		
20. Process Piping	\$.05 /ft			36. Rough/Additional Inspection	\$50.00		
41. Hydronic Piping	\$.05 /ft			37. Final Inspection	\$50.00	1	\$50.00
42. Refrigeration Piping	\$.05 /ft			38. Certification Fee	\$15.00		
43. Commercial Air Conditioning Piping	\$.05 /ft						

*See VII. Fee Schedule Item #2 above

NOTE: Under special circumstances the Township will assess an hourly fee for inspection services at a rate of \$50.00 per hour.

Total Fee (Must Include the \$50 non-refundable application and \$50 final inspection fees)

**Make checks payable to "Port Huron Township"
Must enclose a Self-Address Stamped Envelope**

VIII. Instructions for Completing Application

General: Mechanical work shall not be started until the application for permit has been filed with the Port Huron Township Permit Department. All installations shall be in conformance with the Michigan Mechanical Code. **No work shall be concealed until it has been inspected.** When ready for an inspection, call the building dept providing as much advance notice as possible. The permit dept will need the job location and permit number. *Schedule permitting, an inspector will respond to an inspection request within 2 business days to schedule the inspection. The inspector will typically perform the inspection within 5 business days as his or her schedule permits.*

Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. **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 CANNOT BE REFUNDED.**

Where to Submit Application: Permit applications for Port Huron Township issued permits should be sent to the address on the front of this application. If you are not sure whether a state permit or a local permit is appropriate, contact our office or your local building inspector. Questions regarding Township issued permits may be directed to the Port Huron Township Building Department, Permit Section at 810-987-6600. Code questions may be directed to the Mechanical Division at; Email Permit Application to: ahurd@porthurontownship.org <https://www.michigan.gov/lara/bureau-list/bcc/rules-acts/codes/code-books>

Validation Area