



City of Owosso Building Department  
 301 W Main St. Owosso, MI 48867  
 989-725-0535 building@ci.owosso.mi.us

**MECHANICAL PERMIT APPLICATION**  
**Residential**

<b>Job Address</b>	<b>Property Owner</b>
<b>Property Owner Address (if not Job Address)</b>	<b>Property Owner Phone</b>
<b>Contractor Name</b>	<b>Contractor Address</b>
<b>Contractor Phone</b>	<b>State License #/Exp. Date/Insurance Carrier</b>

Type of Equipment	Fee	Qty.	Total	
<b>1. Base Fee</b>	<b>added to permit/non-refundable</b>	<b>\$30</b>	<b>1</b>	<b>\$30</b>
2. Boiler: (piping fee included)	under 200,000 BTU'S	<b>\$40</b>		
	over 200,000 BTU'S	<b>\$55</b>		
3. Central Air		<b>\$35</b>		
4. Damper (all kinds)		<b>\$15</b>		
5. Duct System	under \$3,000	<b>\$30</b>		
	\$3,000 to \$6,999	<b>\$35</b>		
	\$7,000 to \$15,000	<b>\$40</b>		
	over \$15,000	<b>\$7</b>		
6. Exhaust Fan		<b>\$15</b>		
7. Gas burning equipment-(piping fee included)	under 400,000 BTU'S	<b>\$40</b>		
	over 400,000 BTU'S	<b>\$55</b>		
8. Gas piping	each outlet	<b>\$15</b>		
9. Hotel/Motel	per unit	<b>\$50</b>		
<b>10. Inspections</b>	<b>each</b>	<b>\$75</b>		
11. LPG & Fuel Tanks (piping fee included)	for underground, add \$10	<b>\$30</b>		
12. Modular Home		<b>\$150</b>		
13. Oil Burner-new and/or conversion (piping fee included)		<b>\$45</b>		
<b>14. Penalty for work prior to obtaining permit</b>	<b>cost of permit plus</b>	<b>\$175</b>		
15. Plan review	per hour/minimum 1 hour	<b>\$100</b>		
16. Registration fee	include copy of state license & ID	<b>\$0</b>		
17. Solar equipment (piping fee included)	each panel	<b>\$100</b>		
18. Solid fuel equipment/wood stove/prefab/fireplaces/stoves/add-on	no outdoor wood burning boilers allowed	<b>\$45</b>		
19. Two Family Dwelling		<b>\$150</b>		
20. Water Heater		<b>\$15</b>		
21. Whole House		<b>\$125</b>		
<b>TOTAL FEE (must include the \$30 non-refundable application fee and \$75 inspection fees)</b>				
<b>Make checks payable to "City of Owosso"</b>				

- Mechanical work shall not be started until the application for permit has been filed with the city of Owosso
- Applicant certifies that all information given is correct
- All installations shall be in conformance with the Michigan Mechanical Code
- No work shall be concealed until it has been inspected**
- Applicant shall be responsible for the scheduling of inspections
- HOMEOWNER – I hereby certify the mechanical work described on this application shall be installed by myself in my own single-family dwelling in which I am living or about to occupy
- 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 6 months after issuance of the permit or if the authorized work is suspended or abandoned for a period of 6 months 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. The charge to re-open a closed permit is \$75**
- 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
- Effective October 1, 2020 - Bureau of Construction Codes (BCC) will begin implementing its authority to issue citations in accordance with MCL 339.553 and MCL 339.5537 to maintain compliance with the Occupational Code, 1980 PA 299, and the Skilled Trades Regulation Act, 2016 PA 407. Individuals licensed/registered as building officials, inspectors, plan reviewers, residential builders, maintenance & alteration contractors, electricians, plumbers, mechanical contractors, and boiler tradesmen may be subject to a citation being issued.
- List of violations:
  - Lack of Identification: No proof of licensure and government-issued photo identification
  - No Permit Status: No documentation of permit where required before work commences
  - Unregistered Apprentice: Non-licensed individual on worksite assisting with electrical or plumbing work
  - Operation of a Boiler Without a Valid Certificate: Boiler found operating with a certificate blocking violation and existing code deficiencies that are not corrected

**Signature of Licensed Contractor or Homeowner**

**Date**