



City of Melvindale  
 BUILDING DEPARTMENT  
 3100 Oakwood Boulevard - Melvindale, Michigan 48122  
 (313) 429-1060 - Fax (313) 383-3993  
 building@melvindale.org - www.melvindale.org

## Mechanical Permit Application

### Location of Property: \_\_\_\_\_

The property is:  Commercial  Industrial  Residential -  Single Family  Multiple Family  Rental

Type of Improvement:  Addition  Alteration  Repair or Replacement  Demolition  C of O  C of C

Cost of Improvement and Supplies: \$ \_\_\_\_\_ Ownership:  Private  Public (Federal, State, Local)

**OWNER INFORMATION:**  Owner is the applicant.

**APPLICANT INFORMATION:**

**Name:** \_\_\_\_\_  
**Street Address:** \_\_\_\_\_  
**City:** \_\_\_\_\_  
**State:** \_\_\_\_\_  
**Zip Code:** \_\_\_\_\_  
**Phone Number:** \_\_\_\_\_  
**Email:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_  
**Name:** \_\_\_\_\_  
**Street Address:** \_\_\_\_\_  
**City:** \_\_\_\_\_  
**State:** \_\_\_\_\_  
**Zip Code:** \_\_\_\_\_  
**Phone Number:** \_\_\_\_\_  
**Email:** \_\_\_\_\_

Describe Work Here: \_\_\_\_\_

Select the following fees that apply:

\* REQUIRES SUBMISSION OF PLAN/SKETCH/PROOF OF SHUT OFF

Amount	Unit	Fee	Cost & Cost Description
	Unit	<b>AC/REFRIGERATION UNIT</b>	\$50.00 per A/C unit up to 5 units per occupancy. \$20 each over 5 per occupancy.
1	Unit	<b>ADMIN FEE \$25</b>	\$25.00 non-refundable administrative fee required for all permits.
1	Unit	<b>BASE FEE</b>	\$50.00 non-refundable service fee required for all permits.
	Unit	<b>CHIMNEY/VENT</b>	\$25.00 per chimney/vent.
	Sqft	<b>DUCTWORK - COMMERCIAL</b>	\$0.20 Enter the sq feet
	Lnft	<b>DUCTWORK - ON HEATING UNITS - COMMERCIAL</b>	\$0.20 per linear foot.
	Unit	<b>DUCTWORK - RESIDENTIAL</b>	\$50.00 per unit of ductwork installed.
	Unit	<b>FLUE DAMPER, HUMIDIFIER, AIR CLEANER</b>	\$10.00 per each individual unit.
	BTU	<b>FURNACES/GAS FIRED EQUIPMENT</b>	\$60.00 one unit at a time up to 5 per occupancy based on BTU value. See advanced fee schedule for details.
	Unit	<b>GAS PIPING PER OUTLET/VALVES</b>	\$10.00 per unit.
	Unit	<b>GAS PIPING PRESURE TESTING INSPECTION</b>	\$35.00 per unit.
	Unit	<b>HUMIDIFIER/AIR PURE./VENTILATOR/EXHAUST</b>	\$10.00 Enter number of units
	Cost	<b>INDUSTRIAL PERMIT (16 PER 1000)</b>	\$0.016 per \$1000 of project cost*
	Gal	<b>LIQUID PETROLEUM STORAGE - 1 UNIT</b>	\$35.00 up to 60 gallons per unit. \$100 for units over 60 gallons.
	Unit	<b>LIQUID PETROLIUM STORAGE - ALTERATION</b>	\$35.00 per alteration.
	TBD	<b>MISCELLANEOUS</b>	\$1.00 for unlisted or special fees as provided by officials.
	Unit	<b>PERMIT FEE - COMMERCIAL</b>	\$75.00 fee required for all commercial property permits.
	Unit	<b>PERMIT FEE - INDUSTRIAL</b>	\$100.00 fee required for all industrial property permits.
	Unit	<b>PLAN REVIEW</b>	\$50.00 per review or as provided by inspector on plan review results.
	Unit	<b>REINSPECTION - APARTMENT UNIT</b>	\$20.00 per apartment unit reinspection.
	Unit	<b>REINSPECTION - GENERAL/ROUGH/ADDITIONAL</b>	\$50.00 cost for 1 reinspection. Includes Occupancy(CofO) and Rental(CofC) reinspections.

Unit	<b>SPECIAL INSPECTION</b>	\$100.00 per inspection outside of regular times and/or requirements.
Unit	<b>STORAGE TANKS</b>	\$100.00 Enter number of tanks
Unit	<b>TANK OR DRUM - INSTALL - MINIMUM</b>	\$100.00 per drum/tank.
Unit	<b>WATER HEATER</b>	\$25.00 per unit.
Lnft	<b>WET HEAT DISTRIBUTION</b>	\$0.10 per linear foot.

I am not the owner of this property nor the licensee of the business hired to do the work on behalf of the owner, but am an authorized proxy applying for this permit on behalf of the • Owner • Licensed Contractor, and have supplied a copy of the letter signed by the [ owner licensee ] approving me to pull this permit and any paperwork related to this permit on their behalf. This approval was signed by (please print) \_\_\_\_\_ and expires on \_\_\_\_\_.

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as the authorized agent and we agree to conform to all applicable laws of this jurisdiction.

*"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."*

**X**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**CONTRACTOR REGISTRATION:**

All licensed contractors must be registered with the City of Melvindale to do work within the city limits. No permit will be issued without proper registration. Building Contractor Registrations expires with the license. Registration fee: \$15

**WEBSITE:**

CITY OF MELVINDALE BUILDING DEPARTMENT: <http://melvindale.org/city-services/building-department>

**CITY OF MELVINDALE CODE ONLINE:**

[https://library.municode.com/mi/melvindale/codes/code\\_of\\_ordinances](https://library.municode.com/mi/melvindale/codes/code_of_ordinances)

**EMAIL:**

The City of Melvindale now offers the option of receiving automatic email notifications when your permits have been finalized. To sign up, remember to add your email address to your permit application.