MECHANICAL PERMIT APPLICATION *PERMIT #* _____

A completed, up-to-date Contractor Registration Form is required to process the permit application.

Property Owner:_____   **Owner Phone #:**_____

Project Address:_____   **Parcel Number:** _____

Company Name: _____

Licensee Name: _____

Mailing Address: _____

_____
City   *State*   *Zip Code*

Email: _____   **Phone:**_____

I certify that the proposed work is authorized by the property owner of record and that I have been granted permission to submit this application as the owner's authorized agent. We agree to comply with all applicable laws of the State of Michigan, and I affirm that all information provided in this application is accurate to the best of my knowledge.

Section23A of the state construction code Act #230 of the public acts of 1972, being section 125.1523A of the Michigan Compiled Laws, 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.

WORK DESCRIPTION: _____

TYPE OF JOB: *NEW* _____   *REMODEL* _____   **All multi-tenant buildings must have separate permits for each unit.**

TYPE OF BLDG: *RESIDENTIAL* _____   *COMMERCIAL*_____   *INDUSTRIAL* _____   *OUT BLDG* _____

INSPECTIONS: *UNDERGROUND* _____   *ROUGH*_____   *FINAL*_____   *SERVICE* _____

*PLAN REVIEW*_____   *OTHER* _____   ***TOTAL INSPECTIONS:***_____

FEE: $125 PER INSPECTION   ***TOTAL $*** _____

All inspections are conducted by appointment through the office of **Mechanical Inspector Bob Modreske at (616) 477-4940**, and it is the applicant's responsibility to schedule all necessary inspections. Additional charges will apply if an inspection cannot be completed as requested due to a locked building, code violations, or incomplete work. Final inspections must be scheduled and completed before the structure is occupied. Any work performed without a permit is subject to a $100 per day fine. Payments must be made payable to Saugatuck Township via cash, credit card, check, or money order.

HOMEOWNER AFFIDAVIT: I certify that all work described in this permit application will be performed by me in my own single-family dwelling, which I currently occupy or intend to occupy. All work will comply with the Michigan Mechanical Code and will not be enclosed, covered, or put into operation until it has been inspected and approved by the Mechanical Inspector. I will cooperate fully with the Mechanical Inspector and take responsibility for scheduling all required inspections.

_____
Signature of Applicant   *Printed Name*   *Date*

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APPLICATION UPDATED MAY 2025