



City of North Muskegon
Mechanical Permit Application
PRINT ALL INFORMATION

Job Information

Date: _____

Job Address: _____

Address Number and Street Name

Property Use/Type: ☐ Residential ☐ Commercial ☐ Industrial ☐ Other _____

Class of Work: ☐ New ☐ Addition ☐ Alteration ☐ Repair

Description of Work: _____

Special Conditions: _____

Property Owner Information

Name: _____ Email Address: _____

Mailing Address: _____

Street

City

State

Zip Code

Phone Number: (____) _____ Preferred Method of Contact: Phone or Email

Contractor Information

Name: _____ Email Address: _____

Mailing Address: _____

Street

City

State

Zip Code

Phone Number: (____) _____ Preferred Method of Contact: Phone or Email

License # _____ Expiration Date: _____

Notice

This permit becomes null and void if work or construction authorized is not commenced within sixty (60) days, or if construction or work is suspended or abandoned for a period of 120 days at any time after work is commenced. I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not: the granting of a permit does not presume to give authority to violate or cancel provisions of any other state or local law regulating construction or the performance of construction. Section 23A of the State Construction Code Act of 1972 (Act 230 of the Public Acts of 1972) 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 structure. Violators of said section are subject to civil fines.

Signature: _____ Date: _____

Circle one: Owner Contractor Agent

For City Use Only

Notes and Data: _____

Mechanical Permit Number: _____ Permit Fee \$ _____

Approval Signature: _____ Date: _____

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Permit Fee Schedule - Effective January 1, 2024

Circle the number of inspections required

Primary Inspections: 1 2 3

Additional Inspections: 1 2 3 4

All permits that require 3 (three) inspections **\$195.00**

Examples:

Residential (single family) dwelling - 3 inspections
Residential (duplex/multifamily) per dwelling - 3 inspections
Residential additions - 3 inspections
Accessory building - 3 inspections
Garage (attached) - 3 inspections
New equipment (ex. Fireplace) - 3 inspections

All permits that require 2 (two) inspections **\$145.00**

Examples:

Residential additions or remodels - 2 inspections
Accessory building - 2 inspections
Garage (attached) - 2 inspections
New equipment (ex. Fireplace) - 3 inspections

All permits that require 1 (one) inspection **\$95.00**

Examples:

Gas pressure test - 1 inspection
Retro-fit or furnaces, air conditioning, water heater, etc. - 1 inspection

Additional/Re-inspections **\$65.00**

For each inspection beyond those included in the original permit fee

Certification Fee **\$30.00**

Required for all school and state-owned construction projects

Note: If the inspector is called and scheduled to do an inspection and the work does not pass inspection or the job is not ready or they cannot get into the structure to perform the inspection, an additional inspection fee will be charged each time they must revisit the job site.

If work starts before a permit is issued: The City of North Muskegon reserves the right to administer an investigation fee equal to the permit fee if work is started before an approved permit is received.

Cancellation/Refund Policy: A cancellation fee of \$50.00 will be charged if the inspector performed no inspections on the permit being cancelled. If inspections were performed, the permit is subject to the \$50.00 cancellation fee plus \$65.00 for each inspection performed.