

APPLICATION FOR BUILDING PERMIT - CITY of FLINT, MICHIGAN

BUSINESS SERVICES & PERMITTING DIVISION | 1101 S. Saginaw St. - RM S106

Monday - Thursday 9am - 3pm | (810) 766-7284

Michigan Building Codes: Residential - 2015 / Commercial - 2021

Date: _____

Permit # _____

Plan File # _____

Check # _____

IMPORTANT - Applicant to fully complete all items in Sections: I, II, III, IV, V

I. Location of Building	At _____	Zoning District _____
	(No.) _____ (Street) _____	
	Between: _____ and _____	
	(Cross Street) _____ (Cross Street) _____	
Parcel ID #: _____		

II. Type and cost of Building - If work is started prior to obtaining proper permit, fines may be charged up to \$825.00

A. OWNERSHIP 1. Private (individual, corporation, nonprofit, institution, etc.) 2. Public (Federal, State, or Local Government)	493.6 Mercantile Buildings - Retail Stores, Shops 493.7 Business Buildings - Offices, Serv. Stations 493.8 Assembly Buildings - Churches, Restaurant 494.6 Industrial Buildings - Bakery, Assembly Plants
B. TYPE OF IMPROVEMENT 3. New Buildings - complete the following for the use of the building 493.0 Miscellaneous - Specify _____ 493.1 One Family Dwelling 493.2 Multi Family Dwelling # of units _____ 493.3 Res. Buildings - Residential garages, Hotels # of units _____ 493.4 Institutional Building - Jails, Hospitals 493.5 Storage Buildings - Public Garages	4. Repairs, Alterations, and Additions 494.7 Residential Repairs, Alterations, & Additions 494.8 Non-Res Repairs, Alterations, & Additions 5. Wrecking and Moving - Utilities Sealed 495.3 Demo - Residential / Commercial 6. Foundation Only 7. 495.2 Sign Permit 8. 492.0 Survey Inspection

*** \$ 75.00 of PERMIT FEE IS NON-REFUNDABLE * | * MAKE CHECKS PAYABLE TO "The City of Flint" ***

C. Cost breakdown must be provided if applicable	Permit Fee: _____	Plan Review Fee: _____	Total: _____
a. General Construction \$ b. Electrical \$ c. Plumbing \$ d. Mechanical \$ e. Other (elevator, fire suppression, etc.) \$	TYPE OF WORK: COMMENTS:		
Total Cost of Improvement \$			

III. Selected Characteristics of Building

A. Principal Type of Frame Masonry (wall bearing) Wood Frame Structural Steel Reinforced Concrete Other - Specify _____	B. Dimensions Number of Stories _____ Total square feet of floor area, all floors, based on exterior dimensions _____ Total land area sq. ft. _____
---	---

Notice of Payment Deadline**The required payment must be submitted within five (5) days.****If payment is not received within this period, the permit application will be canceled.**

IV. A. Owner or Lessee			
Name:		Telephone #	
Address:	City:	State:	Zip Code:
B. Architect or Engineer			
Name:		Telephone #	
Address:	City:	State:	Zip Code:
C. Contractor			
Name:		Telephone #	
Address:	City:	State:	Zip Code:
Email Address:			
Builders License #		Expiration Date:	
Fed. Emp. ID # or reason for exemption			
Workers Comp. Insurance carrier or reason for exemption			
MESC Employer Number or reason for exemption			
V. Applicant Information			
<i>Notice of Payment Deadline: The required payment must be submitted within five (5) days. If payment is not received within this period, the permit application will be canceled.</i>			
Name of person responsible: (not company name)		Telephone #	
Address:	City:	State:	Zip Code:

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 his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.

Section 23a of the State Construction Code Act of 1972, Act No. 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.

I HEREBY STATE UNDER OATH THAT THE INFORMATION SUBMITTED IS TRUE AND COMPLETE AND CONTAINS A CORRECT DESCRIPTION OF THE BUILDING OR STRUCTURE, LOT AND PROPOSED WORK

PERSON MAKING THIS STATEMENT (check one)

Owner _____ Attorney _____ Agent _____ Architect/Engineer _____ Contractor _____

SIGNATURE OF APPLICANT:

WITNESSED BY:

(Must be legible)

VI.		
APPROVED FOR ISSUE OF PERMIT	_____	_____
	By	Date
NOT APPROVED FOR ISSUE	_____	_____
	By	Date

REASON FOR REJECTION:

**AUTHORITY ACT 230, PA 1972 AS
Amended
COMPLETION: Installation Shall Not
Start Until Application is Filed
PENALTY: Written Order to Stop
Construction**

**ELECTRICAL PERMIT APPLICATION
CITY OF FLINT
BUILDING & SAFETY INSPECTION
1101 S SAGINAW ST RM. S106
FLINT MI 48502
(810) 766-7284**

Date of Application _____

Permit # _____

_____ New _____ Existing

**** NATIONAL ELECTRICAL CODE 2023 IN EFFECT ****

I. JOB LOCATION

Name of Owner/Agent	Phone No.	Has a building permit been obtained for the project? ☐ YES ☐ NO ☐ NOT REQUIRED
Street Address & Job Location (Street No. And Name)	City	☐ Commercial ☐ Residential (check the appropriate box)

II. CONTRACTOR/HOME OWNER INFORMATION (permit application MUST be signed on back of form)

☐ Contractor ☐ Homeowner Name (Check Appropriate Box)			Driver's License Number	Expiration Date
Name:				
Address (Street No. And Name)			ST of MI Electrical Contractors License #	
City	State	Zip Code	EMAIL ADDRESS:	
Telephone Number ()			Federal Employer ID Number (or reason for exemption)	
Workers Compensation Insurance Carrier (or reason for exemption)			MESC Employer Number (or reason for exemption)	

III. TYPE OF JOB - Comments

--

IV. FEE CHART - Enter the number of items being installed, multiply by the unit price for total fee.

MINIMUM PERMIT FEE \$140.00	FEES	ITEM #	TOTAL		FEES	ITEM #	TOTAL
Administration Fee (non-refundable)	\$ 75 .00			Feeders-Bus Ducts, etc. - per 50'	\$ 15.00		
SERVICE THRU 100 Amp	\$ 22.00			Trailer Parks: Per Site	\$26.00		
				Feeders, Mains, Bus Ducts 50 ft	\$15.00		
Over 100 Amps thru 200 Amp	\$ 51.00			Subfeed panels Each additional	\$ 24.00 \$ 8.00		
Over 200 Amp thru 400 Amp	\$ 87.00			Units up to 20 K.V.A. & H.P.	\$ 9.00		
Over 400 Amp thru 1000 Amp	\$144.00			Units 21 to 50 K.V.A. or H.P.	\$ 10.00		
Over 1000 amp thru 2000 amp	\$ 226.00			Units 51 K.V.A. or H.P. and over	\$ 12.00		
Over 2000 amp	\$ 240.00						
Circuits 1 st & 2 nd EACH	\$ 15.00			Fire Alarms up to 10 devices	\$ 50.00		
3 rd & over EACH	\$ 12.00			Fire Alarms 11 to 20 devices	\$100.00		
Consumers Turn-On Inspection (only)	\$ 140.00			Fire Alarms over 20 devices each	\$ 5.00		
Additional meters	\$ 11.00			Energy Retrofit - Temp. Control	\$ 45.00		
Fixtures & plugs	\$ 3.00			Conduit only; or grounding only	\$ 45.00		
Signs Unit (Add'l - \$10.50)	\$ 22.00			Special/Safety/Survey/Insurance	\$ 200.00/hr		

Overtime Inspection	\$300.00 1 st hr \$150.00 each add 1/2 hour		
Letter	\$ 15.00		
Neon - each 25 feet	\$ 20.00		

Supplemental Permit (minimum)	\$ 140.00		
Add'l/Final Inspections EACH	\$ 140.00		
Other			

MOTORS, GENERATORS, RECTIFIERS, WELDERS, ARCCLAMPS, OR POWER UNITS BASED ON HORSEPOWER OR KVA RATING:

Power Units (Based on Horsepower):

Over 1/4 HP to 1.0 HP.....	\$ 26.00
Over 1.0 HP to 10 HP.....	\$ 63.00
Over 10 HP to 20 HP.....	\$ 77.00
Over 20 HP to 30 HP.....	\$ 87.00
Over 30 HP to 40 HP.....	\$102.00
Over 40 HP to 50 HP.....	\$114.00
Over 50 HP to 75 HP.....	\$150.00
Over 75 HP to 100 HP.....	\$177.00
Over 100 HP to 150 HP.....	\$202.00
Over 150 HP.....	\$226.00

CERTIFICATION	\$10.00
REGISTRATION	\$30.00
<i>(To register please send copy of driver's & state license & proof of liability insurance & expiration date)</i>	

MINIMUM PERMIT FEE \$140.00

NOT INCLUDING CONTRACTOR REGISTRATION FEE

TOTAL FEES: _____

MAKE CHECKS PAYABLE TO "CITY OF FLINT"
**** NATIONAL ELECTRICAL CODE 2023 IN EFFECT ****

VI. APPLICANT SIGNATURE

Section 23a of the State Construction Act of 1972, Act No. 230 of the Public Act 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. Violations of 23a are subject to civil fines.

Signature of Licensee or Homeowner (Homeowner must also sign affidavit below)

VII. HOMEOWNER AFFIDAVIT

I hereby certify the electrical work described 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 Electrical Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the local electrical inspector. I will cooperate with the local electrical inspector and assume the responsibility to arrange for necessary inspections.

Signature of Homeowner

INSTRUCTIONS FOR COMPLETING APPLICATION

GENERAL: Electrical work shall not be started until the application for permit has been filed with the Building and Safety Inspection Department. All installations shall be in conformance with the State Electrical Code. No work shall be concealed until it has been inspected.

The name of the inspector and the telephone number will be provided on the permit form. When ready for an inspection, call the inspector providing as much advance notice as possible. The inspector will need the location and permit number.

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 six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work.

A PERMIT WILL BE CANCELED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELED PERMITS CANNOT BE REINSTATED.

If work is started prior to obtaining a permit, the City may:

- Charge a fine up to \$825.00
- Stop the work until a permit is obtained.
- Issue an appearance ticket requiring the contractor or owner to appear in District Court, where a fine and/or jail sentence may be imposed.
- Refer the information to the City, County, or State Attorney's Office for appropriate action.
- Any combination or all the above.

Notice of Payment Deadline

The required payment must be submitted within five (5) days. If payment is not received within this period, the permit application will be canceled.

Acct. No. _____
 Make checks payable to:
TREASURER, CITY OF FLINT

City of Flint
 Building & Safety Inspection
 1101 S. Saginaw St., Rm. S106
 Flint, MI 48502
 (810) 766-7284
OFFICE HOURS 9 A.M. TO 3 P.M. - MONDAY THROUGH THURSDAY

Permit # _____
*Mechanical work shall not commence until
 a permit for such work has been issued. It is
 the Contractor's responsibility to call for inspection.*

Please Type/Print

Mechanical Permit

New _____ Existing _____

**** MICHIGAN MECHANICAL CODE 2021 IN EFFECT ****

IF WORK IS STARTED PRIOR TO OBTAINING A PERMIT A FINE OF UP TO \$825 MAY BE CHARGED.

Date of Application _____

Contractor Name _____

Job Location _____

Street Address _____

Names of Owner _____

City _____ State _____ Zip _____

Street Address _____

Phone # _____ DL# _____

Phone # _____ City _____ State _____ Zip Code _____

Mech. Contractor Lic # _____ Public Act 135 of 1989 is on file

EMAIL _____

Type of Equipment	No.	Fee	Type of Equipment	No.	Fee
			Air Handlers -Self Contained Ventilation & Exhaust fans under 1,500 CFM \$ 14.00		
PERMIT BASE FEE ((includes one inspection only) (OVERTIME INSPECTION (\$300.00 1 st hr - \$150.00 ea. add'l hr.)	1	\$75	1,500 to 10,000 CFM Roof Top Units \$ 60.00 Over 10,000 CFM Roof Top Units \$ 114.00		
Furnace & Boilers (gas/oil burning equipment, new or used) \$60 INCLUDING THE FOLLOWING EQUIPMENT WHEN INSTALLED AT THE SAME TIME: 1. Power Exhaust 2. Flue damper, vent damper 3. Humidifiers 4. Electronic air cleaner 5. Condensate pumps			Ducts, Insulation, Fire Suppression/Protection, Systems, Hydronic Piping (based on bid price) Under \$3,000 \$ 60.00 \$3,000 - \$7,999 \$ 93.00 \$8,000 - \$10,999 \$130.00 \$11,000 - \$15,000 \$151.00 Over \$15,000 (\$25.00 for each \$3,000 in addition to above)		
Chimney Liner Only \$15.00			Heat Recovery units or thru-the-wall fan coil vents, each \$ 22.00		
Chimney Liner with furnace \$9.00			Unit Heaters \$ 32.00		
Solid fuel equip-complete (includes chimney, wood stoves, fireplace stove & add-on furnaces) \$52.00			Water Heater \$ 15.00		
Chimney, factory built (Class A & B) incl. breeching & combustion venting \$ 39.00			Miscellaneous (Flue damper/vent damper & base fee) \$ 14.00		
Gas Piping, each outlet \$14.00 New Installation, each outlet \$14.00			Incinerators \$ 57.00 Humidifiers \$ 14.00		
Solar Domestic Hot Water System \$57.00 Solar Equipment, 1 st panel (piping fee incl.) & tank \$57.00 Additional panels \$14.00			Electronic Air Cleaner with washer \$14.00 Condensate Pumps \$14.00		
Central Air Conditioning/Heat pump \$ 57.00			Exhaust fan for bathrooms \$ 14.00		
Refrigeration - Evaporator coils Under 5 H.P. per cooler unit \$ 60.00 5 H.P. and over per cooler unit \$ 84.00			LPC & Fuel Oil tanks (piping fee included) \$ 39.00 Commercial Range Hoods (lab hoods incl. associated duct and exhaust fan) \$ 57.00		
Chiller \$193.00			Other spec. hoods & ducted exhaust systems \$ 51.00		
Cooling Towers \$110.00			Barbecues, commercial \$ 60.00		
Compressor 15 h.p. to 50 h.p./ \$84.00 Over 50 h.p. \$114.00			Hourly Rate & Inspections pertaining to Sale \$200.00 Final Inspection & Reinspections \$140.00		
SEE REVERSE SIDE FOR SIGNATURES			TOTAL FEE (Minimum Fee \$140.00) Mechanical Contractor Registration \$15.00		

State License #	Exp. Date	Supplemental Permit Minimum \$140.00
Federal I D #	MESC#	Permit Base Fee is Non-Refundable
Workman's Comp. Insurance Carrier		

VI. APPLICANT SIGNATURE

Section 23a of the State Construction Act of 1972, Act No. 230 of the Public Act 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. Violations of 23a are subject to civil fines.

Signature of Licensee or Homeowner (Homeowner must also sign affidavit below)

VII. HOMEOWNER AFFIDAVIT

I hereby certify the mechanical work described 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 Mechanical Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the local mechanical inspector. I will cooperate with the local mechanical inspector and assume the responsibility to arrange for necessary inspections.

Signature of Homeowner

INSTRUCTIONS FOR COMPLETING APPLICATION

GENERAL: Mechanical work shall not be started until the application for permit has been filed with the Building and Safety Inspection Department. All installations shall be in conformance with the State Mechanical Code. No work shall be concealed until it has been inspected.

The name of the inspector and the telephone number will be provided on the permit form. When ready for an inspection, call the inspector providing as much advance notice as possible. The inspector will need the location and permit number.

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 six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work.

A PERMIT WILL BE CANCELED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELED PERMITS CANNOT BE REINSTATED.

If work is started prior to obtaining a permit, the City may:

- A. Charge a fine up to \$825.00
- B. Stop the work until a permit is obtained.
- C. Issue an appearance ticket requiring the contractor or owner to appear in District Court, where a fine and /or jail sentence may be imposed.
- D. Refer the information to the City, County, or State Attorney's Office for appropriate action.
- E. Any combination or all of the above.

Notice of Payment Deadline

The required payment must be submitted within five (5) days. If payment is not received within this period, the permit application will be canceled.

APPLICATION FOR PLUMBING PERMIT CITY of FLINT, MICHIGAN

NOTE: Work shall not start until Permit is issued.

PENALTY: Working without permits-Written Order to Stop Construction, Fines up to \$825

BUILDING & SAFETY INSPECTION OFFICE
1101 S. Saginaw St. - RM S106 - (810) 766-7284
Monday - Thursday 9am - 3pm
**** Michigan Plumbing Code 2021 in effect ****

Date: _____
 Permit # _____
 Check # _____
 Inspector _____

Has a building permit been obtained for the project?

☐ Yes ☐ No ☐ Not Required

☐ New ☐ Existing ☐ Add On

☐ Commercial ☐ Residential

I. Job Location

II. Applicant/Contractor Information

Street Address of Job Location			Applicant Name	
			Contractor Name	
Name of Owner/Agent			Address	
Address			City	
City	State	Zip Code	State Zip Code	
Phone #			Phone #	
Driver's License # Expiration Date			Email	
Fed. Employer ID (or reason for exemption)			St of MI Plumbing Contractor License # Expiration Date	
MESC Employer # (or reason for exemption)			Workers Comp Insurance Carrier (or reason for exemption)	

III. Fee Chart

			Items	Total				Items	Total
Application Base Fee (non-refundable)			1	\$75.00	Water Heater			\$15.00	
Water Distribution (inch.)	Under 1"	\$54.00			Sewage Ejector, Sumps, Ejections, GP Trap, Oil/Grease Sep., Sand Trap, Backwater Valve (circle one)			\$20.00	
	1"	\$84.00							
	2"	\$126.00			Lawn Sprinkle System (no base fee)			\$140.00	
	3"	\$168.00			Water Softener or Conditioner (no base fee)			\$140.00	
	4"	\$213.00							
	Over 4"	\$273.00			Equipment - Supplement Permit Min.			\$140.00	
Sink			\$19.00		Medical Gas			\$75.00	
Dishwasher			\$19.00		per connection			\$7.50	
Garbage Grinder			\$19.00						
Water Closet			\$19.00		No. of Stack Vents			\$28.00	
Lavatory			\$19.00		Inside Cond'rs			\$18.00	
Shower			\$19.00		Spec. Waste or Waste Alteration			\$18.00	
Urinal			\$19.00		Slop Sink			\$19.00	
Bath Tub			\$19.00		Floor & Roof Drains			\$19.00	
Automatic Washer			\$19.00		Red. Press. Zone Backflow Preventer			\$19.00	
Laundry Tubs			\$19.00		Additional / Reinspection			\$140.00	
Drinking Fountain			\$19.00		Hourly Rate/Special/Insurance Inspection				
					\$200.00/hr				
Sub Soil Drain Inside			\$19.00		Misc. Fix/OTHER:				
(To register, please send a copy of your driver's and state licenses & proof of liability insurance & expiration date)					Plumbing Contractor Registration			\$15.00	

*** MINIMUM PERMIT FEE \$140.00 ***

** All permits include one inspection **

* \$75 of Permit Fee is non-refundable *

TOTAL FEES:

** MAKE CHECKS PAYABLE TO "CITY OF FLINT" **

*** SIGNATURE REQUIRED (ON BACK) ***

Notice of Payment Deadline: The required payment must be submitted within five (5) days. If payment is not received within this period, the permit application will be canceled.

IV. APPLICANT SIGNATURE (must be legible)

Section 23a of the State Construction Act of 1972, Act No. 230 of the Public Act 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. Violations of 23a are subject to civil fines.

Signature of Licensee or Homeowner (Homeowner must also sign affidavit below)

V. HOMEOWNER AFFIDAVIT (must be legible)

I hereby certify the plumbing work described 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 Plumbing Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the local plumbing inspector. I will cooperate with the local plumbing inspector and assume the responsibility to arrange for necessary inspections.

Signature of Homeowner

Instructions for completing Application

GENERAL: Plumbing work shall not be started until the permit has been issued by the Building & Safety Inspection office. All installations shall be in conformance with the current State Plumbing Code. No work shall be concealed until it has been inspected.

The name of the inspector and the telephone number will be provided on the permit form. When ready for an inspection, call the inspector providing as much advance notice as possible. The inspector will need the location and permit number.

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 six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work.

If work is started prior to obtaining a permit, the City may:

- A.** Charge a fine up to \$825.00
- B.** Stop the work until a permit is obtained.
- C.** Issue an appearance ticket requiring the contractor or owner to appear in District Court, where a fine and /or jail sentence may be imposed.
- D.** Refer the information to the City, County, or State Attorney's Office for appropriate action.
- E.** Any combination or all of the above.

A PERMIT WILL BE CANCELED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELED PERMITS CANNOT BE REINSTATED

Public Act 135 of 1989 is on file
Revised 07/06/2026