



# MECHANICAL PERMIT APPLICATION

Town of Grafton  
Building Department  
30 Providence Road  
Grafton, MA. 01519

Phone: 508-839-5335 X 190  
Fax: 508-839-4602

### INSTRUCTIONS

TYPE OR PRINT CLEARLY – USE BLACK OR BLUE INK

The applicant **must** fill out sections I, II, III, IV and V. Your permit will not be processed if you do not fill out the required information. Please read all conditions on this application before signing. A separate permit application is required for each building or structure except townhouses or commercial tenant spaces where each **unit** requires a separate permit.

## SECTION I:

### PROPERTY INFORMATION MUST BE COMPLETE

PROJECT ADDRESS: \_\_\_\_\_  
BLDG #: \_\_\_\_\_ SUITE #: \_\_\_\_\_ UNIT #: \_\_\_\_\_ APT #: \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

#### BUILDING OR STRUCTURE USE (CHECK ONLY ONE BELOW)

##### RESIDENTIAL

Single Family     Duplex     Multi-Family \_\_\_\_\_ Units  
 Garage     Storage Building     Other \_\_\_\_\_  
Estimated Valuation: \_\_\_\_\_

#### COMMERCIAL / NON – RESIDENTIAL

Change of Use: YES \_\_\_\_\_ NO \_\_\_\_\_  
Specify Use: \_\_\_\_\_  
Business Name (if applicable): \_\_\_\_\_  
Estimated Valuation: \_\_\_\_\_

## SECTION II:

### OWNER / CONTRACTOR MUST BE COMPLETE

#### PROPERTY OWNER

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone Number: (     ) \_\_\_\_\_

#### CONTRACTOR

Business Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone Number: (     ) \_\_\_\_\_  
License #: \_\_\_\_\_ Expires: \_\_\_\_\_

## SECTION III:

### ARCHITECT / ENGINEER OF RECORD (WHEN REQUIRED)

#### ARCHITECT

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone Number: (     ) \_\_\_\_\_

#### ENGINEER

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone Number: (     ) \_\_\_\_\_

**SECTION IV: PROPOSED WORK**

Project Description (Describe only the work that requires this permit)

SECTION V: PERMIT FEES		
	PERMIT ISSUANCE	FEE
<b>1</b>	For issuing each permit	
Enter Quantity Below	TYPE OF WORK	FEE (each)
<b>1. FURNACES</b>		
	Forced Air or Gravity-type gas furnace < 100,000 BTU	
	Forced Air or Gravity-type gas furnace > 100,000 BTU	
<b>2. MISCELLANEOUS GAS EQUIPMENT</b>		
	Gas Fireplace	
	Gas Water Heater	
	For each appliance or piece of equipment regulated by the IMC but not classed in other appliance categories or for which no other fee is listed.	
<b>3. HEATERS</b>		
	For the installation or relocation of each suspended heater, recessed wall heater, floor mounted room heater, floor furnace or wall furnace, including vents.	
<b>4. FUEL / GAS PIPING</b>		
	For each gas-piping system (includes 4 outlets or appliances)	
	Additional outlets <u>over four</u> , (price per outlet)	
<b>5. SOLID FUEL APPLIANCES</b>		
	Wood Stoves, Wood Burning Inserts, Pellet Stoves	
<b>6. APPLIANCE VENTS / COMBUSTION AIR DUCTING</b>		
	Appliance venting or combustion air ducting (relocation or replacement) not covered by other permits.	

7. REPAIRS OR ADDITIONS		
	For the repair of, alteration of, or addition to each existing heating appliance, refrigeration unit, cooling unit, absorption unit, or for each such system, including installation of controls regulated by the IMC.	
8. BOILERS, COMPRESSORS OR HEAT EXCHANGERS (Note: 1 ton = 12,000 BTU)		
	Boiler / Refrig / Roof top Units 1 – 100,000 BTU Air Conditioner / Heat Pump 0-3 tons	
	Boiler / Refrig / Roof top Units 100,000 – 500,000 BTU Air Conditioner / Heat Pump 3-15 tons	
	Boiler/ Refrig / Roof top Units 501,000 – 1,000,000 BTU Air Conditioner / Heat Pump 15-30 tons	
	Boiler/ Refrig/ Roof top Units 1,000,001 – 1,750,000 BTU Air Conditioner / Heat Pump 30-50 tons	
	Boiler / Refrig / Roof top Units > 1,750,000 BTU Air Conditioner / Heat Pump > 50 tons	
9. AIR HANDLERS		
	Air-to-air heat exchanger	
	Air Handler Unit / Fan-coil Unit < 10,000 CFM	
	Air Handler Unit / Fan-coil Unit > 10,000 CFM	

**NOTE:** The above fees do not apply to air-handling units which are a portion of a factory-assembled appliance, cooling unit, or evaporative cooler for which a permit is required elsewhere in the IMC.

10. EVAPORATIVE COOLERS		
	Evaporative cooler	
11. VENTILATION AND EXHAUST		
	For each ventilation fan connected to a single duct (including house fans).	
	For each ventilation system or for ductwork which is not a portion of any heating or air-conditioning system authorized by a permit.	
	Class I and Class II Hoods (including Residential Range Hoods)	

**CONDITIONS**

- The proposed work must be done in accordance with approved plans, specifications and appropriate codes. A separate permit is required for electrical and plumbing.
- This application becomes null and void if not purchased within 180 days.
- This permit becomes null and void if work or construction authorized is not commenced within 180 days or if construction or work is suspended or abandoned for a period of 180 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 the provisions of any other state or local law regulating construction or the performance of construction and that I make this statement under penalty of perjury.

Signature of Property Owner \_\_\_\_\_ Date \_\_\_\_\_ **or** Signature of Mechanical Contractor \_\_\_\_\_ Date \_\_\_\_\_

Please Print Name \_\_\_\_\_ Please Print Name \_\_\_\_\_

<b>OFFICE USE ONLY</b>	Report Code: _____ Residential _____ Commercial _____
	Existing Building Permit # _____
Special Conditions/ Comments:	Valuation: _____
Reviewer: _____	Date: _____