

ELECTRICAL PERMIT AND PLAN EXAMINATION APPLICATION

MAIL PERMIT TO: MISSAUKEE COUNTY CONSTRUCTION CODE, P.O. BOX 800, LAKE CITY, MI 49651

**AUTHORITY: P.A. 230 OF 1972, AS AMENDED
COMPLETION: MANDATORY TO OBTAIN PERMIT**

**PENALTY: APPLICATION MUST BE COMPLETED, SIGNED & PROPER FEE ENCLOSED
OR PERMIT WILL NOT BE ISSUED.**

SECTION 1. JOB LOCATION

ADDRESS (HOUSE # AND NAME OF RD. OR ST.)		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT OR IS ONE REQUIRED: _____ YES Bldg Permit # _____ _____ NO _____ N/A	
CITY/VILLAGE	TOWNSHIP	COUNTY	ZIP CODE
BETWEEN _____ AND _____	PROPERTY TAX # _____		SECTION # _____

SECTION 2. CONTRACTOR / HOMEOWNER INFORMATION

INDICATE WHO THE APPLICANT IS: _____ CONTRACTOR _____ HOMEOWNER

A. PROPERTY OWNER OR LESSEE

NAME	HOME PHONE	E-MAIL ADDRESS	
MAILING ADDRESS	CITY	STATE	ZIP CODE
		CELL PHONE	

B. CONTRACTOR

NAME OF CONTRACTOR	WK PHONE # (Include area code)	CELL PHONE #	
ADDRESS	CITY	STATE	ZIP CODE
CONTRACTOR'S LICENSE NUMBER	EXPIRATION DATE	E-MAIL ADDRESS	
FEDERAL EMPLOYER ID OR REASON FOR EXEMPTION	MESC EMPLOYER NUMBER OR REASON FOR EXEMPTION	WORKERS COMP INS CARRIER OR REASON FOR EXEMPTION	
BUSINESS / BRANCH ADDRESS (if applicable)	CITY	STATE	ZIP CODE

SECTION 3. TYPE OF IMPROVEMENT

A. TYPE OF JOB

_____ Single Family	_____ New	_____ Service Only	_____ Premanufactured Home Setup (State Approved)	_____ State Owned
_____ Other	_____ Alteration	_____ Special Inspection	_____ Manufactured Home Setup (HUD Mobile Home)	_____ School

SECTION 4. PLAN REVIEW REQUIRED

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

Plans are not required for the following:

1. When the electrical system rating does not exceed 400 amps and the building is not over 3,500 square feet in area.
2. Work completed by a governmental subdivision or state agency costing less than \$15,000.00

If work being performed is described as above, check box next to **Plans Not Required**

What is the building size in square footage? _____

What is the rating of the service or feeder in ampere? _____

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

Plan review submission No. _____ **Plans Not Required**

CONTINUE APPLICATION ON PAGES 2, 3, & 4

SECTION 5. FEE CHART - Enter the number of items being installed, multiply by the unit price for the total fee.

	FEE	# ITEMS	TOTAL		FEE	# ITEMS	TOTAL
1. Application Fee (non-refundable)	\$ 50.00	1	\$ 50.00	23. Recreational Vehicle Park Site	\$ 4.00		
Service				K.V.A. & H.P.			
2. Through 200 Amp.	\$ 10.00			24. Units up to 20	\$ 6.00		
3. Over 200 Amp. Thru 600 Amp.	\$ 15.00			25. Units 21 to 50 K.V.A. or H.P.	\$ 10.00		
4. Over 600 Amp. Thru 800 Amp.	\$ 20.00			26. Units 51 K.V.A. or H.P. & over	\$ 12.00		
5. Over 800 Amp. Thru 1200 Amp.	\$ 25.00			Fire Alarm Systems (not smoke detectors)			
6. Over 1200 Amp. (GFI only)	\$ 50.00			27. Up to 10 devices	\$ 50.00		
7. Circuits	\$ 5.00			28. 11 to 20 devices	\$ 100.00		
8. Lighting Fixtures - per 25	\$ 6.00			29. Over 20 devices	\$5.00 ea		
9. Dishwasher	\$ 5.00			Data/Telecommunication Outlets			
10. Furnace - Unit Heater	\$ 5.00			30. Up to 10 devices	\$ 10.00		
11. Water Heater	\$ 5.00			31. 11 to 20 devices	\$ 20.00		
12. Well	\$ 10.00			32. Over 20 devices	\$2.00 ea		
13. Air Conditioning	\$ 10.00			33. Energy Retrofit - Temp. Control	\$ 45.00		
14. Motors, Generators, Transformers	\$ 10.00			34. Conduit only or grounding only	\$ 45.00		
15. Compressors, Welders	\$ 10.00			Inspections			
16. Electrical Heating Units (baseboard)	\$ 4.00			35. Special/Safety Insp. (includes cert. fee)	\$ 50.00		
17. Power Outlets (ranges, dryers, etc.)	\$ 7.00			36. Additional Inspection	\$ 50.00		
Signs				37. Final Inspection	\$ 50.00	1	50.00
18. Unit	\$ 10.00			38. Certification Fee	\$ 20.00		
19. Letter	\$ 15.00						
20. Neon - each 25 feet	\$ 20.00						
21. Feeders-Bus Ducts, etc. - per 50'	\$ 6.00						
22. Mobile Home Park Site*	\$ 6.00						

* See 5. Fee Clarification, Item #17 below

Total Fee (Must include the \$50.00 non-refundable application fee.)

Make check payable to:
"MCBD or Missaukee County Building Dept."

SECTION 6. FEE CLARIFICATION

Item #17, Mobile Home Unit Site:

- When installing a site service in a park, the permit application must include the application fee, service, plus the number of park sites.
- When setting a HUD mobile home in a park, a permit must include the **application fee** and a **feeder**. This shall be done by a licensed electrical contractor. If the home is set on a crawl space, full basement or walkout basement, the permit must include a **final inspection fee**.
- When setting a HUD mobile home or a premanufactured home on private property, a permit must include an **application fee, service, any circuits that originate from the service pole and feeder**. If the home is set on a crawl space, full basement or walkout basement, the permit must include a **final inspection fee**.

SECTION 7. INSTRUCTIONS FOR COMPLETING APPLICATION

GENERAL: Electrical work shall not be started until the application for permit has been filed with the Missaukee County Building Department.

All installations shall be in conformance with the Mich. Electrical Code. **NO WORK SHALL BE CONCEALED UNTIL IT HAS BEEN INSPECTED.**

To schedule an inspection, call the building department office - **231-839-7264** - providing as much **advance notice as possible**.

Please provide the JOB LOCATION, PERMIT NUMBER and TYPE OF REQUESTED INSPECTION.

EXPIRATION OF PERMIT: A permit is 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 CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. PAYMENT OF AN ADMINISTRATIVE FEE OF ONE-HALF OF THE ORIGINAL PERMIT FEE IS REQUIRED TO RENEW AN INVALID OR CLOSED PERMIT. NO INSPECTIONS WILL BE PERFORMED UNTIL THE ADMINISTRATIVE FEE IS PAID IN FULL.

The Building Department will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, handicap or political beliefs.

SECTION 8. APPLICANT SIGNATURE

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.

Signature of Licensee or Homeowner (Homeowner's signature indicates compliance with Section VI Homeowner's Affidavit)	Date
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SECTION 9. 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 Michigan Electrical Code and **SHALL NOT BE ENCLOSED, COVERED UP, OR PUT INTO OPERATION** until it has been **INSPECTED** and **APPROVED** by the Electrical Inspector. I will cooperate with the Electrical Inspector and assume the responsibility to arrange for necessary inspections.

SECTION 10. LOCAL GOVERNMENT AGENCY TO COMPLETE THIS SECTION

	REQUIRED?	APPROVED BY	PERMIT NUMBER	DATE
A - ZONING	___ YES ___ NO			
B - FIRE DISTRICT	___ YES ___ NO			
C - POLLUTION CONTROL	___ YES ___ NO			
D - NOISE CONTROL	___ YES ___ NO			
E - SOIL EROSION	___ YES ___ NO			
F - FLOOD ZONE	___ YES ___ NO			
G - WATER SUPPLY	___ YES ___ NO			
H - SEPTIC SYSTEM	___ YES ___ NO			
I - VARIANCE GRANTED	___ YES ___ NO			
J - OTHER	___ YES ___ NO			

SECTION 11. VALIDATION - FOR DEPARTMENT USE ONLY

NOTES AND DATA

ELECTRICAL PERMIT NUMBER	APPROVAL SIGNATURE
ISSUE DATE	PERMIT FEE \$
RECEIPT #	TITLE

SECTION 12. SITE OR PLOT PLAN - FOR APPLICANT USE

INDICATE DISTANCE IN FEET FROM PROPOSED CONSTRUCTION TO PROPERTY LINES AND ANY EXISTING STRUCTURES.

						N						
W												E
						S						

INDICATE DRIVEWAY ACCESS TO SITE FROM ROAD OR STREET

DRIVING DIRECTIONS