

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?	
		<input type="checkbox"/> YES Bldg Permit # _____ <input type="checkbox"/> NO <input type="checkbox"/> 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

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Service Only	<input type="checkbox"/> Premanufactured Home Setup (State Approved)	<input type="checkbox"/> State Owned
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> 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		
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.

