



Electrical Permit Application
MONROE CHARTER TOWNSHIP BUILDING DEPARTMENT
 4925 East Dunbar Road
 Monroe, Mi. 48161
 Office 734-241-5502 FAX 734-457-2677
 www.monroechartertownship.org

Property I.D. 5812-____-____-____

MONROE CHARTER TOWNSHIP

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Authority: 1972 PA 230 Completion: Mandatory to obtain permit Penalty: Permit can not be issued	Monroe Charter Township is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.
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I. Project or Facility Information ALL SCHOOL PERMITS GRADES K-12 ARE STATE REQUIRED AT www.michigan.gov/bcc

NAME OF OWNER/AGENT	HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT?		
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not required
STREET ADDRESS AND JOB LOCATION (Street Number and Name)	NAME OF TOWNSHIP IN WHICH JOB IS LOCATED		
	MONROE CHARTER TOWNSHIP		MONROE COUNTY

II. Applicant/Facility Contact Information

INDICATE WHO THE APPLICANT IS <input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	NAME OF HOMEOWNER/CONTRACTOR	STATE LICENSE NUMBER	EXPIRATION DATE
ADDRESS (Street Number and Name)		STATE REGISTRATION NUMBER	EXPIRATION DATE
CITY	STATE	ZIP CODE	
TELEPHONE NUMBER (Include Area Code)		FEDERAL EMPLOYER ID NUMBER (or reason for exemption)	
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)		UIA NUMBER (or reason for exemption)	

III. 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"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)

IV. Plan Review Information

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:

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

If work being performed is described above, check box below "Plans Not Required."

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

What is the building size in square footage? _____

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 with an original signature.

BCC Plan Review Project No. _____ Plans Not Required

V. 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 CONTRACTOR OR HOMEOWNER (Homeowner signature indicates compliance with Section VI. Homeowner Affidavit)	DATE
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VI. 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 all necessary inspections.

Complete Application on Back Side

Item #17, Mobile Home Unit Site:
 When installing a site service in a park, the permit application must include the application fee, service, the number of park sites and a final inspection. When setting a HUD mobile home in a park, a permit must include the application fee, service, feeder and a final inspection. These shall be done by a licensed electrical contractor. When setting a HUD mobile home or a premanufactured home on private property, a permit must include the application fee, service, feeder and a final inspection.
****Application fee include one inspection****

	Fee	# Items	Total		Fee	# Items	Total
1. Application Fee (non-refundable)	\$50.00	1	\$50.00	K.V.A., H. P., Wind Turbines, ***EVSE and ****PV Modules			
Service				19. Units up to 20 K.V.A. or H.P./Per PV Module	\$6.00		
2. Through 200 Amp.	\$10.00			20. Units 21 to 50 K.V.A. or H.P./Per PV Module	\$10.00		
3. Over 200 Amp. thru 600 Amp.	\$15.00			21. Units > 50 K.V.A. or H.P. /Per PV Module	\$12.00		
4. Over 600 Amp. thru 800 Amp.	\$20.00			Fire Alarm Systems (not smoke detectors)			
5. Over 800 Amp. thru 1200 Amp.	\$25.00			22. Up to 10 devices	\$50.00		
6. Over 1200 Amp. (GFI only)	\$50.00			23. 11 to 20 devices	\$100.00		
7. Circuits	\$5.00			24. Over 20 devices	\$5.00 ea.		
8. Lighting Fixtures/Outlets - per 25	\$6.00			Data / Telecommunication Outlets			
9. Dishwasher	\$5.00			25. 1 - 19 devices	\$5.00 ea.		
10. Furnace - Unit Heater	\$5.00			26. 20 - 300 devices	\$100.00		
11. Electrical - Heating Units (baseboard)	\$4.00			27. Over 300 devices	\$300.00		
12. Power Outlets (ranges, dryers, etc.)	\$7.00			Energy Management Temp. Control			
Signs				28. Energy Retrofit - Temp. Control	\$45.00		
13. Unit	\$10.00			29. Devices - Energy Management	\$5.00		
14. Letter (each)	\$15.00			30. Conduit only or grounding only	\$45.00		
15. Neon - each 25 feet	\$20.00			Inspections			
16. Feeders-Bus Ducts, etc. - per 50'	\$6.00			31. Special or Additional Inspection (does not include an electrical service inspection)	\$50.00		
17. Mobile Home Park Site*	\$6.00			32. Final Inspection	\$50.00		
18. Recreational Vehicle Park Site	\$4.00			29. Whole House to 2400 sq. ft. = \$195.00			
				30. Additional per 1000 sq. ft. X \$20.00 ea.			

* See VII. Fee Schedule Item #17 above

*** EVSE - Electrical Vehicle Supply Equipment

**** PV Modules - Photovoltaic

NOTE: Under special circumstances ~~the~~ ~~will~~ ~~assess~~ ~~and~~ ~~charge~~ ~~fees~~ ~~for~~ ~~fee~~ ~~for~~ ~~inspection~~ ~~services~~ ~~at~~ ~~a~~ ~~rate~~ ~~of~~ ~~\$50.00~~ ~~per~~ ~~hour~~

Total Fee (Must Include the \$50 non-refundable application fee.)

VIII. Instructions for Completing Application

Make checks payable to "Monroe Charter Township"

General: Electrical work shall not be started until the application for permit has been filed with Monroe Charter Township. All installations shall be in conformance with the Michigan Electrical Code. **No work shall be concealed until it has been inspected.**
 When ready for an inspection, call 734-241-5502 providing 24 hrs advance notice. The Building Department will need the **job location and permit number.** Please arrange with the occupants of an occupied structure to allow the inspector access before calling for inspection

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 CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED. THE CHARGE TO RE-OPEN A CLOSED PERMIT IS \$50.00.**

Where to Submit Application: The Monroe Charter Township is responsible for code enforcement. Permit applications should be sent to the address on the front of this application.
 If you are not sure whether a state permit or a local permit is appropriate, contact our office at 734-241-5502.
 School grades K-12 require State permits at www.michigan.gov/bcc.
 Questions regarding state issued permits may be directed to the Office of Management Services, Permit Section at 517-241-9313. Code questions may be directed to the Electrical Division at 734-241-5502.

VALIDATION AREA