

Electrical Permit Application
 Building Department - Electrical Division
 Berrien Township
 8916 M-140
 Berrien Center, MI 49102

Phone (269) 461-6925 / Fax (269) 461-3762
 http://www.berriertownship.org/

Electrical Inspector - Ken Simpson (269) 471-5869

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Authority:	1972 PA 230
Completion:	Mandatory to obtain permit
Penalty:	Permit can not be issued

I. Job Location

NAME OF OWNER/AGENT		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT?	
		Yes	No
		Not required	
STREET ADDRESS & JOB LOCATION (Street No. and Name)		NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH JOB IS LOCATED	
		City	Village
		Township Of:	
		COUNTY	

II. Contractor / Homeowner Information

INDICATE WHO THE APPLICANT IS		NAME		STATE LICENSE NUMBER		EXPIRATION DATE	
Contractor							
Homeowner							
ADDRESS (Street No. and Name)				STATE REGISTRATION NUMBER		LOCAL LICENSING JURISDICTION	
CITY		STATE		ZIP CODE		LOCAL LICENSE NUMBER	
						EXPIRATION DATE	
TELEPHONE NUMBER (Include Area Code)		FAX NUMBER		E_MAIL ADDRESS		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

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

IV. 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:

- 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 and signature.

Plan Review Submission No. _____ **Plans Not Required**

V. Applicant Signature

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 1 25.1523A, 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 signature indicates compliance with Section VI. Homeowner Affidavit)	DATE

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 for necessary inspections.

Complete Application on Back Side

VII. 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.
 When setting a HUD mobile home or a premanufactured home on private property, a permit must include the application fee, service and feeder.

VIII. Fee Chart - enter the number of items being installed, multiply by the unit price for total fee.

	Fee	# Items	Total		Fee	# Items	Total
1. Application Fee (non-refundable)	\$50.00	1	\$50.00	K.V.A. & H. P.			
Service				19. Units up to 20	\$6.00		
2. Through 200 Amp.	\$10.00			20. Units 21 to 50 K.V.A. or H.P.	\$10.00		
3. Over 200 Amp. thru 600 Amp.	\$15.00			21. Units 51 K.V.A. or H.P. & over	\$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 each		
8. Lighting Fixtures - per 25	\$6.00			Data / Telecommunication Outlets***			
9. Dishwasher	\$5.00			31. 1 - 19 devices	\$5.00 each		
10. Furnace - Unit Heater	\$5.00			32. 20 - 300 devices	\$100.00		
11. Electrical - Heating Units (baseboard)	\$4.00			33. Over 300 devices	\$300.00		
12. Power Outlets (ranges, dryers, etc.)	\$7.00			25. Energy Retrofit - Temp. Control	\$45.00		
Signs				26. Conduit only or grounding only	\$45.00		
13. Unit	\$10.00			Inspections			
14. Letter	\$15.00			27. Special/Safety Insp. (includes cert. fee)	\$50.00		
15. Neon - each 25 feet	\$20.00			28. Additional Inspection	\$50.00		
16. Feeders-Bus Ducts, etc. - per 50'	\$6.00			29. Final Inspection	\$50.00		
17. Mobile Home Park Site*	\$6.00			30. Certification Fee**	\$20.00		
18. Recreational Vehicle Park Site	\$4.00			Total Fee (Must include the \$50.00 non-refundable application fee) 			

* See VII. Fee Clarification Item #17 above
 ** Required for all school and state-owned construction projects
 ***The Michigan Electrical Code Rules no longer contain requirements to permit and inspect data and telecommunications wiring; therefore, this section is voluntary.

Make Checks Payable to "Berrien Township"

Check # _____ Cash _____

IX. Instructions for Completing Application

General: Electrical work shall not be started until the application for permit has been filed with the Building Department. All installations shall be in conformance with the Michigan Electrical Code. **No work shall be concealed until it has been inspected.** The telephone number for the inspector 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 **job 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 CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED OR REINSTATED.**

Where to Submit Application: Berrien Township is responsible for code enforcement within the township limits. Applications should be submitted 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 or building inspector. Permit applications for state issued permits should be sent to the - Bureau of Construction Codes, P.O. Box 30255, Lansing, Michigan 48909. Questions regarding state issued permits may be directed to the Office of Management Services, Permit Section at (517) 241-9313. **Questions regarding Township Township issued permits may be directed to the Township Electrical Inspector, Ken Simpson - at (269) 471-5869.**

X. Utility Service Order Number(s) - Enter the utility company energy request number(s) here.

Temporary No.	Permanent No.
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Berrien Township will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability or political beliefs. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.