

- COMMERCIAL** \*  
 **Residential**

**RILEY TOWNSHIP  
 ELECTRICAL PERMIT APPLICATION  
 13042 BELLE RIVER RD.  
 RILEY TOWNSHIP, MI 48041  
 (810) 392-2326 FAX (810) 392-2918  
 ELECTRICAL INSPECTOR, PAUL DEWITTE (810) 531-4149**

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

**I. Job location**

NAME OF OWNER/AGENT	Owner Email	HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT? ( ) YES ( ) NO ( ) NOT REQUIRED	
STREET ADDRESS AND JOB LOCATION	Owner Phone number <b>REQUIRED</b>	RILEY TOWNSHIP	ST. CLAIR COUNTY

**II. Contractor / Homeowner Information**

INDICATE WHO THE <b>APPLICANT</b> IS ( ) CONTRACTOR ( ) HOMEOWNER		NAME	STATE LICENSE NUMBER	EXPIRATION DATE
ADDRESS (STREET NUMBER AND NAME)			STATE REGISTRATION NUMBER	LOCAL LICENSING
<b>** Email of applicant :</b>				
CITY	STATE	ZIP CODE	LOCAL LICENSE NUMBER	EXPIRATION DATE
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**

( ) SINGLE FAMILY	( ) NEW	( ) GENERATOR	( ) SERVICE ONLY	( ) PREMANUFACTURED HOME SETUP ( STATE APPROVED)	( ) STATE OWNED
( ) <b>OTHER -explain below*</b>	( ) ALTERATION	( ) SPECIAL INSPECTION	( ) MANUFACTURED HOME SETUP (HUD MOBILE HOME)	( ) SCHOOL	

*\*Other, explain here.*

**IV. Plan Review required**

Plans must be submitted for Plan Examination

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.  
 2. Work completed by a government 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.  
 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 Riley Township Electrical Inspector**. I will cooperate with the Riley Township Electrical Inspector and assume the responsibility to arrange for necessary inspections.

\_\_\_\_\_  
 HOMEOWNER SIGNATURE

**COMPLETE APPLICATION ON BACK SIDE  
 THIS IS NOT A PERMIT IS AN APPLICATION ONLY!!**

## 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 site.  
 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.

## VII. 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) Residential / <b>COMMERCIAL*</b>	50.00	<b>1</b>	<b>\$50.00</b>				
<b>COMMERCIAL*</b>	<b>\$100.00*</b>	<b>1</b>	<b>\$100.00*</b>	17. Change of Service	\$30.00		
<b>COMMERCIAL* Plan Review fee</b>	<b>\$100.00*</b>	<b>1</b>	<b>\$100.00*</b>				
<b>Service</b>				18. Mobile Home park site * or Recreational Vehicle Park site	\$25.00		
2. Through 200 Amp.	\$20.00			K.V. A. & H.P.	\$5.00		
				<b>(GENERATOR)</b>			
3. Over 200 Amp. Thru 600 Amp.	\$25.00			19. Units up to 20			
4. Over 600 Amp. Thru 800 Amp.	\$50.00			20. Units 21 to 50 K.V. A. or H.P.	\$10.00		
5. Over 800 Amp. Thru 1200 Amp.	\$100.00			21. Units 51 K.V. A. Or H.P. & Over	\$12.00		
				<b>Fire Alarm Systems (Not smoke detectors)</b>			
6. Over 1200 Amp. (GFI Only)	\$200.00			22. Up to 10 devices	\$50.00		
7. Circuits	\$5.00			23. 11 to 20 devices	\$100.00		
8. Lighting Fixtures – per 25	\$10.00			24. Over 20 devices	\$5.00 Each		
9. Dishwasher	\$8.00			25. Energy Retrofit-Temp control	\$45.00		
10. Furnace – Unit heater	\$8.00			26. Conduit only or ground only	\$45.00		
				<b>INSPECTIONS</b>			
11. Electrical Heating Units (Baseboard)	\$8.00			27. Spec./Safety Insp. (Commercial*)	\$50.00 <b>\$75.00*</b>		
12. Pwr outlets (ranges, dryers, etc.)	\$10.00			28. Additional Insp. (Commercial*)	\$50.00 <b>\$75.00*</b>		
<b>Signs</b>				29. Rough Inspection (Commercial*)	\$50.00 <b>\$75.00*</b>		
13. Unit	\$15.00			30. Final Inspection (Commercial*)	\$50.00 <b>\$75.00*</b>	<b>1</b> <b>1</b>	<b>\$50.00</b> <b>\$75.00*</b>
14. Letter	\$20.00			31. Certification Fee	\$20.00		
15. Neon – each 25 feet	\$20.00			**			
16. Feeders- Bus ducts, etc. – per 50'	\$8.00			32. Registration Fee	\$15.00		
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\* See VII. Fee clarification Item #17 above

\*\* Required for all school and state owned construction projects.

\*\*\* Registration is valid until state license expires.

**TOTAL FEE**

(*Must include the non-refundable application fee*)

## IX. Instructions for completing Application

**General:** Electrical work shall not be started until the permit has been issued. Work started without a permit subject to additional fees.

**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 (6) months after issuance of permit or if the authorized work is suspended or abandoned for a period of six (6) months after the time of commencing the work. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED OR CONDUCTED WITHIN SIX (6) MONTHS 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 \$75.00. WORK STARTED WITHOUT A PERMIT: \$25 FEE IF NOT ISSUED WITHIN EIGHT(8) DAYS ADDITIONAL \$50 FEE (TOTAL \$75) 8/2/2011**

**Calling for inspections:** When ready for an inspection, call the inspector providing as much advance notice as possible. The inspector will need the permit number, job location, access information and telephone number.

