

- Commercial  
 Residential

**RILEY TOWNSHIP  
ELECTRICAL PERMIT APPLICATION  
13042 BELLE RIVER RD.  
RILEY TOWNSHIP, MI 48041  
(810) 392-2326 FAX (810) 392-2918  
ELECTRICAL INSPECTOR, Patrick Kostanecki (810) 300-7092**

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 ( <i>REQUIRED</i> )	<b>RILEY TOWNSHIP ST. CLAIR COUNTY</b>

**II. Contractor / Homeowner Information**

INDICATE WHO THE APPLICANT IS ( ) CONTRACTOR ( ) HOMEOWNER	NAME	STATE LICENSE NUMBER	EXPIRATION DATE
ADDRESS (STREET NUMBER AND NAME)		STATE REGISTRATION NUMBER	LOCAL LICENSING
<i>** Email of applicant :</i>			
CITY	STATE	ZIP CODE	LOCAL LICENSE NUMBER
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
( ) OTHER - <i>explain below*</i>	( ) 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. THIS IS AN APPLICATION ONLY**

## VII. Fee Clarification

Item #20, 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.

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

Description	FEE	# Items	TOTAL	DESCRIPTION	FEE	# Items	TOTAL
<b>Application Fee: (Non-refundable)</b>				20. Mobile Home or Recreational Park Site (see VII)	\$25.00		
1. RESIDENTIAL	\$75.00			<b>K.V.A. and/or H.P.:</b>			
COMMERCIAL	\$100.00			21. Units up to 20	\$5.00		
COMMERCIAL PLAN REVIEW	\$100.00			22. Units 21 to 50	\$10.00		
<b>Service and Sub Panels:</b>				23. Over 50 Units	\$12.00		
2. Through 200 Amp.	\$20.00			<b>Fire Alarm Systems:</b>			
3. Over 200 Amp. Thru 600 Amp.	\$25.00			24. Up to 10 devices	\$50.00		
4. Over 600 Amp. Thru 800 Amp.	\$50.00			25. 11 to 20 devices	\$100.00		
5. Over 800 Amp. Thru 1200 Amp.	\$100.00			26. Over 20 devices	\$5 each		
6. Over 1200 Amp. (GFI Only)	\$200.00			27. Energy Retrofit Temp Control	\$45.00		
7. Circuits	\$5.00			28. Conduit or Ground Only	\$45.00		
8. Lighting Fixtures – per 25	\$10.00			<b>Signs:</b>			
9. Dishwasher	\$8.00			29. Unit	\$15.00		
10. Furnace-Unit Heater	\$8.00			30. Lettering	\$20.00		
11. Electrical Heat Units -Baseboard	\$8.00			31. Neon – per 25ft	\$20.00		
12.Outlets: Microwave	\$10.00			<b>Residential Inspections:</b>			
Attic Fan	\$10.00			32. Special/Safety Inspection	\$75.00		
Cooktop	\$10.00			33. Additional Inspection	\$50.00		
Oven	\$10.00			34. Rough Inspection	\$75.00		
Disposal	\$10.00			35. Final Inspection	\$75.00		
Dryer	\$10.00			<b>Commercial Inspections:</b>			
Electric Heat	\$10.00			36. Special/Safety Inspection	\$100.00		
Range	\$10.00			37. Additional Inspection	\$100.00		
Hydro Tub	\$10.00			38. Rough Inspection	\$100.00		
Water Pump	\$10.00			39. Final Inspection	\$100.00		
Water Heater	\$10.00			<b>Additional Fees:</b>			
Garage Door Opener	\$10.00			40. Certification Fee*	\$20.00		
Sump Pump	\$10.00			41. Registration Fee**	\$15.00		
Central Vacuum	\$10.00			42. Work Started W/O Permit (After 8 days, additional \$50 fee)	\$25.00		
Phone Jacks	\$10.00			43. Reopen a Closed Permit	\$75.00		
Cable Lines	\$10.00			44. Other (please specify)			
Vehicle Charging Outlet	\$10.00						
13. Residential Air Conditioner	\$25.00						
14. Feeders-Bus duct, etc(per 50ft)	\$8.00						
15. Underground Trench (per 50ft) per inspection	\$20.00						
16. Change of Service	\$30.00						
17. Pool/Hot Tubs	\$50.00						
18. Generator (including transfer switch)	\$50.00						
19. Solar Panels	\$50.00			<b>TOTAL FEE (MUST include the non-refundable application fee)</b>	\$200.00		

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

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

## 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.**

**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.