



5255 Alpine Ave., N.W.
Comstock Park, MI 49321

Make copies as necessary
ALPINE TOWNSHIP
ELECTRICAL PERMIT APPLICATION

Department of Building Safety
Phone: (616) 784-9090 Fax: (616) 784-1234
Web Address: www.alpinetwp.org
Office Hours: 7:00am-4:00pm Monday-Friday

Inspections performed Tuesdays & Thursdays

For Office Use Only

Please fill out this form completely and then print, sign and email, mail or drop off to the township for processing

Date work completed by:

I. SITE INFORMATION					PLEASE PRINT OR TYPE					
Street Address including Suite #			City		State		Zip		Use (check one) <input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> COMMERCIAL	
Homeowner or Business Name where the work is being performed			Resident/Business Phone			Has a building permit been obtained? (check one) <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NOT REQUIRED				
Site Contact Person			Site Contact Phone			Scope (check one) <input type="checkbox"/> NEW <input type="checkbox"/> REMODEL <input type="checkbox"/> REPAIR <input type="checkbox"/> REPLACE				
II. INSTALLER INFORMATION					Installer is (check one) <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> HOMEOWNER (See "Homeowner Affidavit" below)					
Name			Phone #		Contractor Registration		Expiration Date			
Address (Street # / Name / Direction)					MESC, Employer ID (or exemption)					
City			State		Zip		Federal Employer ID (or exemption)			
Email					Workers Compensation Insurance Carrier					

III. PLAN REVIEW REQUIRED			
Have construction plans been submitted? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NOT REQUIRED			
Plans are required for all building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to Act No. 299 of the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal, except:			
<ul style="list-style-type: none"> • When the electrical system rating does not exceed 400 amps. What is the rating of the service or feeder in amperes? <input style="width: 100px;" type="text"/> • Alterations and repair work determined by the electrical official to be of a minor nature. • Residences not more than 3,500 square feet in habitable area. • Work completed by a governmental subdivision or state agency costing less than \$15,000.00. 			

IV. DESCRIPTION & COMMENTS Give a detailed description of the work to be performed under this permit. This section is mandatory for permit issuance.

V. HOMEOWNER AFFIDAVIT
I hereby certify the electrical work described on this permit application shall be installed <u>by myself in my own house</u> in which I am living or about to occupy. All work shall be installed in accordance with the current 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 responsibility to arrange inspections.

VI. APPLICATION SIGNATURE (Homeowner signature indicates compliance with section VII. below)		
Section 23a of the State Construction Act of 1972, Act No. 230 of the Public Acts of 1972, being section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential structure. Violators of Section 23a are subject to civil fines.		
Licensee or Homeowner Name (please print)	Licensee or Homeowner Signature	Date

COMPLETE APPLICATION ON BACK SIDE OR PAGE #2

VII. FEE CLARIFICATION

Item #17. Mobile Home Park Site: When installing site service in a park, the application must include service, number of sites and inspection. When setting a HUD unit in a park the application must include a feeder and an inspection.

VIII. FEE CHART		FEE	# ITEMS	TOTAL		FEE	# ITEMS	TOTAL
1.	Application Fee (non-refundable)	\$ 40.00		\$ -	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	\$ 50.00			23.	11 to 20 devices (up to 20)	\$ 100.00	
7.	Circuits	\$ 5.00			24.	Over 20 devices (each)	\$ 5.00	
8.	Light Fixtures - per 25	\$ 6.00			Heat Recovery Units			
9.	Dishwasher	\$ 5.00			Data/Telecommunication Outlets			
10.	Furnace - Unit Heater	\$ 5.00			(except as exempted by code)			
11.	Electrical - Heating Units (baseboard)	\$ 4.00			25.	1-19 devices (fee per each)	\$ 5.00	
12.	Power Outlets (ranges, dryers, etc.)	\$ 7.00			26.	20-300 devices (up to 300)	\$ 100.00	
Signs					27.	Over 300 devices	\$ 300.00	
13.	Unit	\$ 10.00			28.	Energy Retrofit/Temp Control	\$ 45.00	
14.	Letter	\$ 15.00			29.	Conduit only or grounding only	\$ 45.00	
15.	Neon - each 25'	\$ 30.00			30.	Underground Inspection	\$ 40.00	
16.	Feeders-Bus Ducts, etc. - per 50'	\$ 6.00			31.	Bonding Inspection	\$ 40.00	
17.	Mobile Home Park Site	\$ 6.00			32.	Rough Inspection	\$ 40.00	
18.	Recreational Vehicle Park Site	\$ 4.00			33.	Ceiling Inspection	\$ 40.00	
					34.	Final Inspection	\$ 40.00	
Make Checks Payable to "Alpine Township". The application fee does not include an inspection. Add the appropriate number of inspections need to complete the project.							TOTAL FEE	

IX. INSTRUCTION FOR COMPLETING APPLICATION

GENERAL: Electrical work shall not be started until the application for permit has been filed with the ALPINE TOWNSHIP. All installations shall be in conformance with the State Electrical Code. No work shall be concealed until it has been inspected.

1. Verify that all relevant items to be installed are noted.
2. If paying by mail, include a check in the amount of the total fees due, made out to Alpine Township. Mail to the address on the front of this form.
3. If this is an application for residential work and you are not the homeowner, your license must be registered with Alpine Township. A copy of the current contractor's license being used to secure permits must be provided to the township to complete the registration process.

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 180 DAYS after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 DAYS after the time of commencing the work. A PERMIT WILL BE CANCELLED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELLED PERMITS CANNOT BE REFUNDED OR REINSTATED.

X. REQUIRED INSPECTIONS

Underground: If applicable, after all trenching and under slab work is complete but before backfilling has begun.

Service: When temporary or permanent service is complete and ready to be energized.

Bonding: Any work where bonding is required and prior to the bonding being covered.

Rough: A rough inspection is required when all wiring, boxes, and panelboards have been installed and all connections are ready for finished product but before insulation and drywall.

Ceiling: In commercial construction, after support structure and fixtures are installed but before ceiling pads or drywall ceiling is installed.

Final: When the electrical system is complete and all fixtures are installed and energized.