

# ELECTRICAL PERMIT APPLICATION

REVISED DEC 2022

AUTHORITY:	P.A. 230 OF 1972, AS AMENDED	<b>Vienna Township</b>	
COMPLETION:	MANDATORY TO OBTAIN PERMIT	<b>3400 W Vienna Rd</b>	Clio, MI 48420
PENALTY:	PERMIT WILL NOT BE ISSUED	<b>Phone:(810) 686-7676</b>	Fax: (810) 686-8856

**PLEASE MAKE CHECKS PAYABLE TO VIENNA TOWNSHIP  
INCOMPLETE APPLICATION WILL NOT BE PROCESSED**

**I. JOB LOCATION:**     VIENNA TWP     CITY OF CLIO     FOREST TWP     THETFORD TWP

OWNER NAME	OWNERS PHONE NO.		
ADDRESS (JOB LOCATION)	CITY	COUNTY	GENESEE

**II. CONTRACTOR / HOMEOWNER INFORMATION**

<input type="checkbox"/> HOMEOWNER <input type="checkbox"/> CONTRACTOR	STATE LICENCE NO.	EXPIRATION DATE	
HOMEOWNER / CONTRACTOR NAME			
ADDRESS	CITY	STATE	ZIP
PHONE NUMBER	CELL NUMBER	FEDERAL EMPLOYER ID NUMBER ( OR REASON FOR EXEMPTION)	
WORKERS COMP INSURANCE CARRIER OR REASON FOR EXEMPTION		MESC EMPLOYER NUMBER OR REASON FOR EXEMPTION	
EMAIL ADDRESS:			

**III. TYPE OF JOB**

<input type="checkbox"/> SINGLE FAMILY	<input type="checkbox"/> NEW	<input type="checkbox"/> GENERATOR INSTALL	<input type="checkbox"/> MOBILE HOME SETUP	<input type="checkbox"/> OTHER
<input type="checkbox"/> MULTIPLE FAMILY	<input type="checkbox"/> ALTERATION	<input type="checkbox"/> SPECIAL INSPECTION	<input type="checkbox"/> SERVICE ONLY	<input type="checkbox"/> _____

**IV. PLAN REVIEW REQUIRED**

Plans and specifications must be submitted when the wiring or alteration to an electrical system is over 400 amps and is in excess of 3,500 sq. ft.

What is the rating of the service or feeder in ampere? \_\_\_\_\_

What is the building size in square feet? \_\_\_\_\_

HAVE PLANS BEEN SUBMITTED?     YES     NO     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:

1. One and Two family dwelling containing not more than 3,500 square feet.
2. Alterations and repair work determined by the Electrical Official to be of a minor nature.
3. Assembly, Business, Mercantile and Storage buildings with a required Electrical fixture count less than 12.
4. Work completed by a governmental subdivision of State agency costing less than \$15,000.00

PLANS MUST BE SUBMITTED AND APPLICATION PAID FOR BEFORE A PERMIT CAN BE ISSUED

**V. CONTRACTOR SIGNATURE**

Section 23a of the State Construction Code Act of 1972, 1972 PA 230, MCL 125.1523AA, 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. Violations of Section 23a are subject to civil fines.

Signature of Licensee <b>X</b>	Date
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**VI. HOMEOWNER AFFIDAVIT AND SIGNATURE**

I hereby certify the electrical work described on this permit application is being installed by myself in my home which I am living in or about to occupy. All work shall be installed in accordance with the 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.

Signature of Homeowner <b>X</b>	Date
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## FEE CHART

**AT LEAST ONE (1) APPLICATION AND ONE (1) INSPECTION FEE MUST BE SELECTED ON ALL APPLICATIONS**

	FEE	# ITEMS	TOTAL		FEE	# ITEMS	TOTAL
Residential Home - Includes 3 Inspections & App Fee	<b>\$300</b>			<b>Generator</b>			
Application Fee	<b>\$75</b>			Units up to 20 K.V.A. & H.P.	<b>\$6</b>		
Service Through 200 AMP	<b>\$10</b>			Units 21 to 50 K.V.A. & H.P.	<b>\$10</b>		
200 AMP Through 600 AMP	<b>\$15</b>			Units 51 and over	<b>\$12</b>		
600 AMP Through 800 AMP	<b>\$20</b>			Fire Alarms up to 10 Devices	<b>\$50</b>		
800 AMP Through 1200 AMP	<b>\$25</b>			Fire Alarms 11 to 20 Devices	<b>\$100</b>		
Over 1200 AMP GFI Only	<b>\$50</b>			Fire Alarms 21 or More	<b>\$5 ea.</b>		
Circuits - each	<b>\$5</b>			Energy Retrofit – Temp Controls	<b>\$45</b>		
Lighting Fixtures (per 25)	<b>\$6</b>			Conduit or Grounding Only	<b>\$45</b>		
Furnace, Unit Heater	<b>\$5</b>			Special / Safety Inspection	<b>\$75</b>		
Dishwasher, Garbage Disposal, etc.	<b>\$5</b>			Air Conditioning	<b>\$10</b>		
Electrical Heating Units	<b>\$4</b>			Each Inspection *	<b>\$75</b>		
Power Outlets (Range, Dryer, etc.)	<b>\$7</b>						
Signs (Unit, Neon, Letter)	<b>\$40</b>						
Feeders-Bus Ducts, etc. (Per 50)	<b>\$6</b>						
Mobile Home Park Site (each site)	<b>\$100</b>						

<b>TOTAL FEES:</b>	
<b>METHOD OF PAYMENT</b>	
<b>CASH/CHECK/CC:</b>	
<b>CHECK NUMBER:</b>	

**\*If installing a service panel, one (1) inspection is required for each service panel and at least one (1) additional inspection (i.e. rough, final, underground, etc) for all other items. If you are finishing the area the electrical work is being done, both a rough and final inspection will be required in addition to any service panel or underground inspections.**

**\*\* All electrical plan reviews are billed at \$80 per hour and are based on the inspectors hours billed for the review. All fees must be paid prior to permit being issued.**

**FEE CLARIFICATION:**

**MOBILE HOME PARK 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 or a pre-manufactured home on private property, a permit must include the application fee, service and feeder.

**INSTRUCTIONS FOR COMPLETING APPLICATION:**

GENERAL: Electrical work shall not be started until a permit has been obtained. All installations shall be in conformance with the Electrical Code. No work shall be concealed until it has been inspected.

When ready for an inspection, call the Township providing as much advance notice as possible. The Township 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 (6) months after issuance of the 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 CANCELLED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX (6) MONTHS OF THE DATE OF ISSUANCE, OR THE DATE OF THE LAST INSPECTION. CANCELLED PERMITS CANNOT BE REFUNDED OR REINSTATED.**

The Department will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, handicap or political beliefs.