

ELECTRICAL PERMIT APPLICATION

Revised 2014

VIENNA TOWNSHIP
3400 W VIENNA RD
CLIO, MI 48420
PH: 810-686-7676 / FAX: 810-686-8856

AUTHORITY: P.A. 230 OF 1972, AS AMENDED
COMPLETION: MANDATORY TO OBTAIN PERMIT
PENALTY: PERMIT CANNOT BE ISSUED

MAKE CHECKS PAYABLE TO VIENNA TOWNSHIP

I. JOB LOCATION

Form with fields: OWNERS NAME, Owners Telephone Number, STREET ADDRESS & JOB LOCATION (STREET NO. & NAME), CITY, TOWNSHIP VIENNA, COUNTY GENESEE

II. CONTRACTOR / HOMEOWNER INFORMATION

Form with fields: CONTRACTOR / HOMEOWNER, NAME, STATE LICENSE NUMBER, EXPIRATION DATE, LOCAL LICENSE NUMBER, EXPIRATION DATE, ADDRESS (STREET NO. & NAME), CITY, STATE, ZIP, TELEPHONE NO., Cell #, 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 [ ] RESIDENTIAL [ ] COMMERCIAL [ ] INDUSTRIAL [ ] GOVERNMENT

Form with checkboxes for: 1 AND 2 FAMILY DWELLINGS, MOBILE HOME SETUP, OTHER (DESCRIBE), SERVICE ONLY, MULTIPLE FAMILY # OF UNITS, MODULAR HOME SETUP, SPECIAL INSPECTION ONLY, ALTERATION/RE-MODEL

IV. PLAN REVIEW REQUIRED

Text block containing instructions: 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. Includes questions about rating and building size, and a list of exceptions.

V. CONTRACTOR SIGNATURE

Text block with signature line and date field. Includes a reference to Section 23a of the State construction code act of 1972.

VI. HOMEOWNER AFFIDAVIT AND SIGNATURE

Text block with affidavit text: I hereby certify the electrical work described on this permit application shall be installed by myself in my own home which I am living or about to occupy. Includes a signature line.

VII. FEE CLARIFICATION

Text block with 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.

ELECTRICAL FEE SCHEDULE

**ONE INSPECTION FEE IS REQUIRED ON ALL APPLICATIONS**

|  | FEE          | # ITEMS | TOTAL |                                   | FEE           | # ITEMS | TOTAL |
|--|--------------|---------|-------|-----------------------------------|---------------|---------|-------|
| <b>Residential Home flat rate includes application fee &amp; 3 inspections</b> | <b>\$200</b> |         |       | Mobile Home Park Site (each site) | <b>\$6</b>    |         |       |
| Application Fee  | <b>\$50</b>  |         |       | Units up to 20 K.V.A. & H.P.      | <b>\$6</b>    |         |       |
| Modular Home   | <b>\$50</b>  |         |       | Units 21 to 50 K.V.A. or H.P.     | <b>\$10</b>   |         |       |
| Service Through 200 AMP  | <b>\$40</b>  |         |       | Units 51 and over                 | <b>\$12</b>   |         |       |
| 200 AMP Through 600 AMP  | <b>\$45</b>  |         |       | Fire Alarms up to 10 devices      | <b>\$50</b>   |         |       |
| 600 AMP Through 800 AMP  | <b>\$60</b>  |         |       | Fire Alarms 11 to 20 devices      | <b>\$100</b>  |         |       |
| 800 AMP Through 1200 AMP   | <b>\$80</b>  |         |       | Fire Alarms over 20 devices       | <b>\$5 ea</b> |         |       |
| Over 1200 AMP GFI only   | <b>\$100</b> |         |       | Data/Telecommunication outlets    | <b>\$5 ea</b> |         |       |
| circuits each  | <b>\$5</b>   |         |       | Energy Retrofit - Temp Controls   | <b>\$45</b>   |         |       |
| Lighting Fixtures (per 25)   | <b>\$6</b>   |         |       | Conduit only or Grounding only    | <b>\$45</b>   |         |       |
| Furnace, unit heater   | <b>\$5</b>   |         |       | Special/Safety Inspection         | <b>\$50</b>   |         |       |
| Dishwasher, Garbage Disposal, etc.   | <b>\$5</b>   |         |       | Air Conditioning                  | <b>\$10</b>   |         |       |
| Electrical heating units each  | <b>\$4</b>   |         |       | Each Inspection                   | <b>\$45</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>   |         |       |                                   |               |         |       |
|  |              |         |       | <b>TOTAL FEES:</b>                |               |         |       |
|  |              |         |       | <b>AMOUNT PAID</b>                |               |         |       |
|  |              |         |       | <b>BALANCE DUE</b>                |               |         |       |

**INSTRUCTIONS FOR COMPLETING APPLICATION**

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

**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 CANCELED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELED PERMITS CANNOT BE REFINDED 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.

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.

When a permit is issued, the permit number will be prefixed by an PE (electrical permit).