

## **Electrical Permit Information**

### **The Electrical Code**

The State of Michigan, including the City of Portage, is governed by the State of Michigan Electrical Code. The Electrical Code consists of the 2014 National Electrical Code with Michigan Part Eight technical amendments. Provisions for one and two family dwellings are included in the 2015 State of Michigan Residential Code.

### **Is an electrical permit required?**

Yes. A person shall not equip a building with electrical conductors or equipment or make an alteration of, change in, or addition to, electrical conductors or equipment without receiving a permit to do the work described. Work should not be started until a permit has been issued.

Electrical permits are not required for the following:

- Repairs and maintenance: Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.
- Radio and television transmitting stations: Provisions of the code do not apply to electrical equipment used for radio and television transmission, but do apply to equipment and wiring for power supply and to the installation of towers and antennas.
- Temporary testing systems: A permit is not required for the installation of any temporary system required for the testing or servicing of electrical equipment or apparatus.

### **Who can perform electrical work?**

To obtain electrical permits, an applicant shall be an electrical contractor or specialty contractor licensed by a municipality or by the State Electrical Administrative Board; or a homeowner performing electrical work in a single family home and accompanying outbuildings owned and occupied, or to be occupied, by the person performing the installation.

### **Electrical Permit Application**

The electrical permit application can be printed for your use. Simply complete the application and bring or mail it (along with the applicable fees) to the Department of Community Development for processing.

**Project Address:** \_\_\_\_\_  
 Owner Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Description of Work: \_\_\_\_\_  
 \_\_\_\_\_  
 Utility Company: \_\_\_\_\_ Energy Request #: \_\_\_\_\_  
 Date for Inspection: \_\_\_\_\_

Contractor Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 State of Michigan Contractors License #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Work. Comp. Carrier (or reason for exemption): \_\_\_\_\_  
 Fed. I.D. # (or reason for exemption): \_\_\_\_\_  
 MESCS # (or reason for exemption): \_\_\_\_\_  
 Licensee Personal Name Printed: \_\_\_\_\_  
 Licensee Personal Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 (no agent's signature)

|   |         |      |         |             |
|---|---------|------|---------|-------------|
| 1)Base Fee  | _____ 1 | EA @ | \$45.00 | _____ 45.00 |
| Temporary Service   | _____   | EA @ | \$10.00 | _____       |
| Services up to 200 Amps                                     | _____   | EA @ | \$10.00 | _____       |
| Services 201 - 600 Amps                                     | _____   | EA @ | \$15.00 | _____       |
| Services 601 - 800 Amps                                     | _____   | EA @ | \$20.00 | _____       |
| Services 801 - 1200 Amps                                    | _____   | EA @ | \$25.00 | _____       |
| Service over 1201 Amps                                      | _____   | EA @ | \$50.00 | _____       |
| Service Alterations (including generators)                  | _____   | EA @ | \$10.00 | _____       |
| Each Circuit  | _____   | EA @ | \$ 5.00 | _____       |
| Adds to wire-no new circuits                                | _____   | EA @ | \$ 6.00 | _____       |
| Buss ducts, Feeders, Etc.<br>per 50 feet - 1 circuit        | _____   | EA @ | \$ 6.00 | _____       |
| Additional branch circuit<br>panels (included with service) | _____   | EA @ | N/C     | _____       |
| Fixtures-per units of 25                                    | _____   | EA @ | \$ 6.00 | _____       |
| Motors - all sizes  | _____   | EA @ | \$ 6.00 | _____       |
| Range Circuit   | _____   | EA @ | \$ 7.00 | _____       |
| Oven Circuit  | _____   | EA @ | \$ 7.00 | _____       |
| Dishwasher Circuit  | _____   | EA @ | \$ 7.00 | _____       |
| Air Conditioner Circuit                                     | _____   | EA @ | \$ 7.00 | _____       |
| Disposal Circuit  | _____   | EA @ | \$ 7.00 | _____       |
| Clothes Dryer Circuit                                       | _____   | EA @ | \$ 7.00 | _____       |
| Water Heater Circuit  | _____   | EA @ | \$ 7.00 | _____       |
| Sign Circuit/installation                                   | _____   | EA @ | \$10.00 | _____       |
| Gasoline dispenser/pump                                     | _____   | EA @ | \$ 6.00 | _____       |
| Electric Space Heater Circuit                               | _____   | EA @ | \$ 4 00 | _____       |

## ELECTRICAL PERMIT APPLICATION

|  |            |          |       |
|--|------------|----------|-------|
| Light and power transformer                                    | _____ EA @ | \$10.00  | _____ |
| Heating - Forced Air & Water                                   | _____ EA @ | \$ 5.00  | _____ |
| Smoke detectors/Fire Alarms<br>(per residential dwelling/unit) | _____ EA @ | \$ 6.00  | _____ |
| Fire Alarm (Commercial):                                       |            |          |       |
| up to 10 devices   | _____ EA @ | \$50.00  | _____ |
| 11 to 20 devices   | _____ EA @ | \$100.00 | _____ |
| over 20 devices  | _____ EA @ | \$ 5.00  | _____ |
| Radio amplification Systems                                    | _____ EA @ | \$100.00 | _____ |
| Swimming Pool/Hot tub/Sauna                                    | _____ EA @ | \$15.00  | _____ |
| Special Event  | _____ EA @ | \$45.00  | _____ |
| Additional Inspection  | _____ HR @ | \$56.00  | _____ |
| Inspections outside work hours                                 | _____ EA @ | \$75.00  | _____ |
| <b>TOTAL Charges</b>   |            |          | _____ |

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 No form executed by this department implies or provides exemption from any code or ordinance requirements.  
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IT IS THE APPLICANT'S RESPONSIBILITY TO CALL FOR UNDERGROUND, ROUGH-IN, SEWER, WATER, AND FINAL INSPECTIONS 24 HOURS IN ADVANCE. FAILURE TO COMPLY WILL RESULT IN UNCOVERING THE WORK AND/OR COURT ACTION. PENALTY FOR VIOLATION MAY BE A FINE OF NOT TO EXCEED FIVE HUNDRED DOLLARS (\$500) OR BY IMPRISONMENT FOR NOT MORE THAN NINETY (90) DAYS, OR BOTH, AT THE DISCRETION OF THE COURT.

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 EXPIRATION: Permit shall expire and become null and void if the building or work authorized is not commenced within 180 days from the date of issuance, or if the building or work authorized is suspended or abandoned for a period of 180 days.  
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STATE LAW ACT 53: 3 WORKING DAYS BEFORE YOU DIG DIAL -  
 TOLL FREE **MISS DIG 1-800-482-7171**.

Section 23a of the State Construction Code Act of 1972, Act No. 230 of 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 perform work on a residential building or a residential structure. Violators of Section 23a are subject to civil fines.

HOME OWNER AFFIDAVIT (if applicable)

I Hereby certify the electrical work described on this permit shall be installed by myself in my own home in which I am living or about to occupy.

Homeowner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_