



Charter Township of Alpena Electrical Permit Application

4385 US 23 North, Alpena, MI 49707

(989) 356-0297, Ext 4

www.alpenatownship.com ~ alptwn@alpenatownship.com

Monday - Friday, 8:00 a.m. - 5:00 p.m.

I. Job Location

NAME OF OWNER/AGENT	HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required
STREET ADDRESS AND JOB LOCATION (Street Number and Name)	PARCEL ID #
PHONE NUMBER(S)	EMAIL

II. Contractor / Homeowner Information

INDICATE WHO THE APPLICANT IS <input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	NAME	STATE LICENSE NUMBER	EXPIRATION DATE
ADDRESS (Street Number and Name)		STATE REGISTRATION NUMBER	LOCAL LICENSING JURISDICTION
CITY	STATE	ZIP CODE	WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)
TELEPHONE NUMBER (Include Area Code)		FEDERAL EMPLOYER ID NUMBER (or reason for exemption)	
EMAIL		UIA NUMBER (or reason for exemption)	

III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Service Only	<input type="checkbox"/> Premanufactured Home Setup (State Approved)	<input type="checkbox"/> State Owned
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> School

IV. Plan Review Required

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

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 in area.
2. Work completed by a governmental 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.

Plan Review Project No. _____ ☐ **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 Local Electrical Inspector. I will cooperate with the Local Electrical Inspector and assume the responsibility to arrange for necessary inspections.

Complete Application on Back Side

VII. 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.

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, and a final inspection.

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

	Fee	# Items	Total		Fee	# Items	Total
1. Application Fee (non-refundable)	\$70.00	1	\$70.00	Generator/K.V.A./H. P.			
Service				19. Generator - \$40 without load calc	\$10.00		
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. (GFI only)	\$50.00			23. 11 to 20 devices	\$100.00		
7. Circuits	\$5.00			24. Over 20 devices	\$5.00 each		
8. Lighting Fixtures - per 25	\$6.00			Solar Panels			
9. Dishwasher	\$5.00			31. 1 - 15 devices	\$10.00 each		
10. Furnace - Unit Heater	\$5.00			32. Over 15 devices	\$5.00 each		
11. Electrical - Heating Units (baseboard)	\$4.00			33. Data Devices***	\$5.00 each		
12. Power Outlets (ranges, dryers, etc.)	\$7.00			Energy Management Temp. Control			
Signs				25. Energy Retrofit - Temp. Control	\$45.00		
13. Unit	\$10.00			34. Circuits - Energy Management	\$5.00 each		
14. Letter	\$15.00			26. Conduit only or grounding only	\$45.00		
15. Neon - each 25 feet	\$20.00			Inspections - Must choose at least ONE			
16. Feeders-Bus Ducts, etc. - per 50'	\$6.00			27. Power Restoration Inspection	\$20.00		
17. Mobile Home Park Site*	\$6.00			28. Additional Inspection	\$70.00		
18. Recreational Vehicle Park Site	\$4.00			29. Final Inspection	\$70.00		
				30. Certification Fee**	\$20.00		

* See VII. Fee Clarification Item #17 above

** Required for all school and state-owned construction projects

*** The NEC no longer requires permits nor inspections on data and telecommunications wiring; therefore, this section is voluntary.

Total Fee

IX. Instructions for Completing Application

Make checks payable to "Charter Township of Alpena"

General: Electrical work shall not be started until the application for permit has been filed with the Charter Township of Alpena. All installations shall be in conformance with the current NEC code. **No work shall be concealed until it has been inspected.** The telephone number for the inspector will be provided on the permit form. When ready for an inspection, call the inspector providing as much advance notice as possible. The inspector 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 **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 CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED. FEE TO RE-OPEN A CLOSED PERMIT IS \$75.00**

*** Where to Submit Application:

**Charter Township of Alpena
Building Department**
4385 US 23 North, Alpena, MI 49707
(989) 356-0297, Ext 4
Email: alptwn@alpenatownship.com
Monday - Friday, 8:00 a.m. - 5:00 p.m.

