



ELECTRICAL PERMIT APPLICATION

Waterloo Township

9773 Mt. Hope Rd- Munith, MI 49259

Office: 517-596-8200 // Fax: 517-596-8600

www.waterlootwpmi.gov

Consumers Energy Notification #: _____

Authority: 1972 PA 232
Completion: Mandatory to obtain permit
Penalty: Permit can not be issued

Regulations/Information for completing Electrical Permit Application

Electrical work shall not be started until the application for permit has been filed. All installations shall be in conformance with the Michigan Electrical Code. No work shall be concealed until it has been inspected. When ready for for an inspection, call the inspector and provide as much advance notice as possible. Provide the job location and permit number to the inspector.

EXPIRATION OF PERMIT: A permit remains valid as long as work is progressing and inspections are requested and conducted with the first year of issuance. A permit shall become invalid if the authorized work is not commenced within (6) months after issuance of the permit or if the authorized work is suspended or abandoned for a period of (6) months after the time commencing the work. A PERMIT WILL BE CANCELLED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN (6) MONTHS OF THE DATE OF CANCELLED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN (6) MONTHS OF DATE OF ISSUANCE OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION.

Submit with application copy of state license, copy of certification of liability insurance and payment by check or cash

Section 1 (JOB/PROJECT INFORMATION)

Date: _____

Location of Work(Job address): _____

Has a building permit been obtained for this project? Yes ___ No ___ Not Required ___

Who is the Applicant: Contractor _____ Property Owner/Homeowner _____

Contractor Name _____ Phone/Cell #: _____ Fax _____

Address _____
(Number & Street) (City) (Zip code)

Contractor EMAIL: _____ (Phone/Cell#): _____

Email where permits can be sent : _____

Contractor License # _____ Master License# _____

Workers Compensation Carrier _____ E Exp date: _____ Exempt: Yes / No

Federal Employer ID Number _____ Exempt? _____

MESC Employer # _____ Exempt? _____

Property Owner _____
(Name) (Phone/Cell#)

Property Owner Address _____
(Number & Street)

City _____ State _____ Zip _____

SECTION 3 (TYPE OF JOB): PLEASE CIRCLE AS IT APPLIES

Single Family Residential New Existing Addition Alteration Other LP TANK
 Non-Residential New Existing Addition Alteration Other
 Manufactured Home SETUP (HUD Mobile Home)
 Pre-Manufactured Home SETUP(State Approved)
 Special Inspection State Owned School

BRIEF DESCRIPTION OF WORK _____

SECTION 4 (PLAN REVIEW REQUIRED/NOT REQUIRED)

Plans must be submitted with an APPLICATION for Plan Examination before a permit can be issued except as listed below:

If work being performed as described below, circle "PLANS NOT REQUIRED" **PLANS NOT REQUIRED**
 1. When the electrical system rating does not exceed 400 amps and building is not over 3,500 sq. feet in area
 2. Work completed by a government subdivision or state agency costing less than \$15,000

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

What is the rating of the service or feeder in ampere? _____

What is the building size in square footage? _____

SECTION 5 (APPLICANT SIGNATURE)

Section 23A of the State Construction 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 residential structure. Violators of sections 23A are subject to civil fines.

APPLICANT SIGNATURE :

_____ Date: _____
Signature of Licensee or Homeowner (Homeowner must also sign affidavit below)

Homeowner Affidavit 6

I hereby certify I(**myself**) shall install the Electrical work described on this permit application 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 or put into operation until it has been **inspected and approved** by Waterloo Township Electrical Inspector. **NO WORK SHALL BE CONCEALED.** I will cooperate with the Waterloo Township Electrical Inspector and assume the responsibility to arrange for inspections

_____ Date: _____
Signature of Homeowner

FEE(s) 7. (CASH OR CHECK ONLY)- SUBMIT WITH APPLICATION

	Fee	Unit	TOTAL
Application Fee (non-refundable)	\$30.00	1	\$30.00
Inspections (each)	\$70.00		
	GRAND TOTAL: _____		

The Departments at Waterloo Township will not discriminate against any individual or group because of race, age, sex, national origin, color, marital status, handicap or political beliefs. If you need help with reading, writing, hearing, etc under the Americans with Disabilities Act, make your needs know to the department.

Please check all that apply to the Electrical of your building

		# ITEMS
Service	Through 200 Amp.	
	Over 200 amp. Thru 600 amp.	
	Over 600 amp. Thru 800 amp.	
	Over 800 amp. Thru 1200 amp	
	Over 1200 amp. (GFI only)	
Circuits		
Lighting Fixtures - per 25		
Dishwasher		
Furnace - Unit Heaters		
Electrical Heating Units (baseboard)		
Power Outlets (ranges, dryers, etc.)		
Signs -	Unit	
	Letter	
	Neon - each 25 feet	
Feeders-Bus Ducts, etc. - per 50'		
Mobile Home Park Site*		
K.V.A. & H. P. -	Units up to 20	
	Units 21 to 50 K.V. A. or H. P.	
	Units 51 K. V. A. or H. P. & over	
Fire Alarm Systems (not smoke detectors)	Up to 10 devices	
	11 to 20 devices	
	Over 20 devices	
Data / Telecommunication Outlets	1 - 19 devices	
	20 - 300 devices	
	Over 300 devices	
Energy Retrofit - Temp. Control		
Conduit only or grounding only		

***Mobil 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 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 permanufactures home on private property, a permit must include the application fee, service and feeder.

Tentative Fees for Electrical Permits: Approved & Effective 6/1/22

Please Note: Most Electrical permits MUST be accompanied by Building permits

NOTE: Commercial property or rental property must have all work completed by electrical contractor.

Type of Construction	# of Inspections	Inspection Fee	Total Inspection Fees	Application Fee	Plan Review
NEW BUILDING: CEE (Re-Rod concrete encased electrodes), Temporary Service, Service, Rough, Final. Note: The CEE inspection is done by Building Inspector.	4**	\$70.00	\$280.00	\$30.00	
ADDITIONS (Rough, Final)	2	\$70.00	\$140.00	\$30.00	
POOL - PERMANENT	2*	\$70.00	\$140.00	\$30.00	
BOCA Modular	3	\$70.00	\$210.00	\$30.00	
POLE BARN (Service, Final) add Rough if putting up dry wall****	2****	\$70.00	\$140.00	\$30.00	
TRAILER ****	1	\$70.00	\$70.00	\$30.00	
GENERATOR- CELL TOWER (Underground, Final)	2	\$70.00	\$140.00	\$30.00	
GENERATOR (Final) **** could require an Underground Rough	1****	\$70.00	\$70.00	\$30.00	
UPGRADE SERVICE (Final)	1	\$70.00	\$70.00	\$30.00	
SOLAR ARRAY--Ground Mount: Plan Review, Underground, Service, Final)	3	\$70.00	\$210.00	\$30.00	\$70.00
SOLAR ARRAY--ROOF MOUNT: Plan Review, Service, Final). NOTE: Building Permit also REQUIRED for Roof Mount; Electrical Inspector needs to review Plans 1st BEFORE PERMIT ISSUED.	2	\$70.00	\$140.00	\$30.00	\$70.00
MOBILE HOME IN PRIVATE PARK (Service, Final) {Like Coachman's Cove}	2	\$70.00	\$140.00	\$30.00	
TURN ON ELECTRICAL SERVICE-INSPECTION	1	\$70.00	\$70.00	\$30.00	
A/C install NEW: (Final) Requires Mechanical Permit also. REQUIRES ELECTRICAL Contractor	1***	\$70.00	\$70.00	\$30.00	
A/C REPLACE ONLY: (Final). Requires Mechanical Permit Also. Only need Licensed Mechanical Contractor and does NOT Need Electrician if just replacing Unit.	1***	\$70.00	\$70.00	\$30.00	

Tentative Fees for Electrical Permits: Approved & Effective 6/1/22

Please Note: Most Electrical permits MUST be accompanied by Building permits

NOTE: Commercial property or rental property must have all work completed by electrical contractor.

NEW ELECTRICAL PANEL (Final)	1	\$70.00	\$70.00	\$30.00	
Light fixtures /switches Interior, Exterior (Rough, Final)	2	\$70.00	\$140.00	\$30.00	
UPGRADE (Service, Final)	1	\$70.00	\$70.00	\$30.00	
RE-INSPECTION FEE		\$65.00	\$65.00		

**Pools require only one inspection if trench and electrical can be done at the same time.*

***Any building over 3,500 sq. ft. requires an electrical plan & plan review.*

****Also needs a Mechanical Permit.*

*****Could require additional inspections*

NOTE: State of Michigan Law: Any Business has to use ELECTRICAL CONTRACTOR to pull Electrical Permit

New Building Inspections; A/C included with new home and don't need to pull separate electrical permit

1. CEE-is required inspection per State Law (concrete encased electrodes) ((RE-ROD)
(This Inspection done by Building Inspector)
2. Temporary Service (not always required, ask person pulling permit.)
3. Service
4. Rough
5. Final

FOR ELECTRICAL SERVICE TURN ON: The Owner must do the following for power Turn On

- 1) Purchase Electrical Permit at Township (1) service Inspection
- 2) Make all service upgrades necessary, by homeowner or Electrical Contractor
- 3) And bring Service up to current Michigan Electrical Code
- 4) If Inspection fails, additional inspection fees will be necessary
- 5) Call the power company for notification number and give number to electrical inspector along with Electrical Permit Number and Address. The Building must be accessible to the Inspector.

CONSUMERS ENERGY NOTIFICATION NUMBER is needed for service to be turned on. The homeowner requests number from Consumers Energy at 1-800-477-5050 then passes on to the Electrical Contractor and Electrical Inspector.

Note: Ok to issue permit without Notification #. Applicant is responsible for obtaining one ASAP.

Swimming Pool Inspections

40 inch pools or seasonal removed pools = 1 single 20amp Gfl Receptacle Outside for the pool cord

Above Ground Pools	1 Underground, PVC Trench, 1 Final Gfi Circuit
Underground Pools	1 Trench Underground PVC, 1 Bonding #8 CU, 1 Final Inspection