



ELECTRICAL PERMIT APPLICATION

CONSTRUCTION AND BUILDING

City Hall: 301 E. Huron St. Ann Arbor, MI 48104-6120

Mailing: P.O. Box 8647, Ann Arbor, MI 48107-8647

Phone: 734.794.6263 ext. 0 building@a2gov.org

Fax: 734.994.8460

| OFFICE USE ONLY | |
|-----------------|-------------|
| Permit Number | ELEC# _____ |
| DATE STAMP | |
| | |

APPLICATION MUST BE FILLED OUT COMPLETELY

AUTHORITY: PA. 230 of 1972, AS AMENDED

PENALTY: PERMIT WILL NOT BE ISSUED

PROPERTY LOCATION/OWNER INFORMATION

| | | |
|--|---------|---|
| PROPERTY ADDRESS (Street No. and Name) | | APT/SUITE # |
| CITY | ZIPCODE | <i>Is this a Rental Property?</i> <input type="checkbox"/> No <input type="checkbox"/> Yes, # of Units: _____ |
| NAME OF OWNER | | PHONE/CELL # (AREA CODE) |

APPLICANT INFORMATION

| | | | |
|---|-----------------------|----------------------|-------------|
| WHO IS APPLYING FOR PERMIT? <input type="checkbox"/> OWNER <input type="checkbox"/> CONTRACTOR | NAME AND / OR COMPANY | | |
| PHONE / CELL # (AREA CODE) | EMAIL | | |
| ADDRESS | CITY | STATE | ZIPCODE |
| MASTER ELECTRICIAN LICENSE # | EXPIRY DATE | CONTRACTOR LICENSE # | EXPIRY DATE |
| FEDERAL EMPLOYER I.D. # (OR REASON FOR EXEMPTION) | | | |
| WORKERS COMPENSATION INSURANCE CARRIER (OR REASON FOR EXEMPTION) | | MESC EMPLOYEE # | |

TYPE OF JOB / PROJECT INFORMATION – COMPLETE ALL INFORMATION BELOW

| | | |
|--|--|---|
| Is a Building Permit required for this project? | <input type="checkbox"/> No <input type="checkbox"/> Yes, Permit: BLDG# _____ | <input type="checkbox"/> N/A |
| <input type="checkbox"/> SINGLE FAMILY <input type="checkbox"/> OTHER | <input type="checkbox"/> NEW <input type="checkbox"/> EXISTING | <input type="checkbox"/> TENANT FINISH <input type="checkbox"/> SPECIAL INSPECTION |
| | | <input type="checkbox"/> ADDITION <input type="checkbox"/> ALTERATION |

WORK DESCRIPTION:

PLAN REVIEW REQUIREMENTS (PLANS MUST BE SUBMITTED WITH AN APPLICATION, EXCEPT AS LISTED BELOW)

PLANS ARE NOT REQUIRED FOR THE FOLLOWING:

- When the electrical system rating does not exceed 400 amps and the building is not over 3,500 square feet in area.
- Alterations and repair work determined by the electrical official to be minor in nature.
- Work completed by a governmental subdivision or state agency costing less than \$15,000.00.

The administrative authority may request plans for projects that include unusual design.

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 PA 299 of 1980 and shall bear that architect's or engineer's seal and signature.

HAVE ELECTRICAL PLANS BEEN SUBMITTED: YES NO NOT REQUIRED SUBMITTED WITH BUILDING PERMIT APPLICATION

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 State Code and **shall not be enclosed, covered up**, or put into operation until it has been **inspected** and **approved** by the City Electrical Inspector. I will cooperate with the City Electrical Inspector and assume responsibility to arrange for necessary inspections.

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. I agree this permit is only for the work described, and does not grant permission for additional or related work which requires separate permits. I hereby certify that the proposed work is authorized by the owner, and that I am authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of the State of Michigan and the local jurisdiction. All information on this permit application is accurate to the best of my knowledge.

| | | |
|---|--|--------------------------------------|
| SIGN <input checked="" type="checkbox"/> | PRINT <input checked="" type="checkbox"/> | DATE <input type="checkbox"/> |
|---|--|--------------------------------------|

Signature of Contractor or Homeowner (Homeowner signature indicates compliance with Homeowner Affidavit)

| FEE CHART | | | | |
|--|--|----------|------------|----------------|
| Enter the number of items being installed, multiply by the unit piece and add each for the total permit fee. | | QTY | UNIT PRICE | TOTAL |
| PERMIT ISSUANCE | | | | |
| 001 | Basic Application Fee * <i>(nonrefundable, NO inspections included)</i> | 1 | \$15.00 | \$15.00 |
| 002 | Inspections (each) | | \$35.00 | |
| UNIT FEE INSPECTION | | | | |
| 003 | Appliance New / Re-connects (e.g. furnace, AC, water heater, etc.) | | \$25.00 | |
| 004 | Branch Circuits, less than 220 Volts | | \$7.00 | |
| 005 | Circuit Branch, over 220 Volts | | \$20.00 | |
| 006 | Generator with Transfer Switch | | \$40.00 | |
| 007 | Energy Storage Systems | | \$40.00 | |
| 008 | Grounding Connection (Rebar grounding) | | \$25.00 | |
| 009 | Interruptible Air Conditioning Panel | | \$35.00 | |
| 010 | Light Fixtures/Receptacles (Grps of 10) | | \$5.00 | |
| 011 | Data & Telecomm Outlets (Grps of 10) | | \$5.00 | |
| 012 | Light Pole Base (each) | | \$5.00 | |
| 013 | Low Voltage HVAC wiring | | \$25.00 | |
| 014 | Motor / Transformer | | \$25.00 | |
| 015 | Permanent Appliances (i.e. built-in; dishwasher, microwave, stove, garbage disposal, etc.) | | \$10.00 | |
| 016 | Power Feeders – 220 Volts | | \$10.00 | |
| 017 | Service Panels up to 400 amp / panel | | \$45.00 | |
| 018 | Service Panels over 400 amp / panel | | \$65.00 | |
| 019 | Sign Connection | | \$25.00 | |
| 020 | Swimming Pools, Spas, Hot Tubs | | \$25.00 | |
| 021 | Temporary Service (includes outdoor meter) | | \$20.00 | |
| 022 | Other misc. wiring or code repairs as _____ | | \$25.00 | |
| RESIDENTIAL ONLY | | | | |
| 023 | Smoke Alarms | | \$25.00 | |
| 024 | Solar Panels | | \$0.00 | \$0.00 |
| COMMERCIAL ONLY | | | | |
| 025 | Solar Panels, 0-50 panels | | \$60.00 | |
| 026 | Solar Panels, 51-100 panels | | \$150.00 | |
| 027 | Solar Panels, 101+ panels | | \$400.00 | |
| OTHER INSPECTIONS AND FEES | | | | |
| 028 | Work without Permit** | | \$130.00 | |
| 029 | Onsite Consultation with Inspector | | \$35.00 | |
| 030 | Special or Overtime Inspection | | \$130.00 | |
| 031 | Contractor Registration / Re-registration | | \$15.00 | |
| TOTAL PERMIT FEES: | | | \$ | |

Please note: New Fees have been introduced above.

*Basic Application fee **no longer** includes one (1) inspection.

**Investigations conducted as part of a complaint for work without a permit.

INSTRUCTIONS FOR SUBMITTING APPLICATIONS

Incomplete or illegible forms **WILL NOT** be accepted. Electrical work will not be started until the application for the permit has been filed with our office. All installations shall be in conformance with the State Electrical code. **No work shall be concealed until it has been inspected and approved.**

All Permits **MUST** be signed by either the Homeowner, License Holder, Qualifying Officer or Owner of the contracting company.

Permit Applications can be submitted to the City of Ann Arbor Construction and Building Services by e-mail, mail or fax.

We accept CASH, CHECK, and all major credit cards. Checks should be made payable to "City of Ann Arbor"

Permit applications not submitted with the required documents or payments cannot be issued until such is provided.

CONTRACTOR REGISTRATION

You must provide the following to register with the City of Ann Arbor:

1. Copy of the current Contractor's License and Master Electrician's License.
2. Copy of a **clear** picture of Driver's License of the person the license has been issued to.
3. Letter (s) of authorization from qualifying agent (s) of the company, if not the License Holder / Owner of the Company.

PERMIT EXPIRATION

A permit remains valid as long as work is progressing and inspections are requested and being conducted. Any and all permits will be closed when no inspections are requested and conducted within six (6) months (180 days) of the date of issuance or the date of the previous inspection.

EXPIRED PERMITS CANNOT BE REFUNDED. ELIGIBLE EXPIRED PERMITS WILL BE SUBJECT TO A FEE OF \$35.00 TO RE-OPEN.

SCHEDULING INSPECTIONS

Contact the City of Ann Arbor Construction and Building Services Department, **24 hours in advance and no later than 2:30 pm for next day inspections.**

When ready for an inspection:

- Log onto www.a2gov.org/permits and schedule online through eTrakiT or call (734) 794-6263 ext. 0
- Same day cancellation (s) **will** result in a full inspection fee charge of \$35.00 each time.

You will need your job address and permit number ready to schedule the inspection

OFFICE USE ONLY

| | | | |
|--------------|--|----------------------------|-----------------------------|
| Permit Fee: | \$ _____ | <input type="checkbox"/> M | <input type="checkbox"/> F |
| | | <input type="checkbox"/> E | <input type="checkbox"/> OC |
| Payment Type | <input type="checkbox"/> Check: # _____ <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card | | |