

# CITY OF CHARLOTTE — ELECTRICAL PERMIT APPLICATION

**INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED** — Directions/Fee Clarifications on back or second page

AUTHORITY ACT 230 PA 1972, as Amended  
 COMPLETION Installation Shall Not Be Started Until Application is Filed  
 PENALTY Written Order to Stop Construction

Schedule Inspections/Questions  
 Regional Inspection LLC  
 toll-free at 866 724 5050

Date of Application  
 \_\_\_\_\_

**JOB LOCATION**

Name of Owner/Agent \_\_\_\_\_  
 Street Address/Job Location \_\_\_\_\_  
 Tax ID Number \_\_\_\_\_  
 Owner's Phone \_\_\_\_\_  
 City of Charlotte, Eaton County, Michigan

**APPLICANT IS**  CONTRACTOR  HOMEOWNER

Name/Company \_\_\_\_\_  
 Owner Name \_\_\_\_\_  
 Complete Mailing \_\_\_\_\_  
 City/State/Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Cell Phone \_\_\_\_\_ (not required)  
 email address \_\_\_\_\_ (not required)  
 Federal ID or reason for exemption \_\_\_\_\_  
 Workmans Comp or reason for exemption \_\_\_\_\_

Insurance Carrier \_\_\_\_\_  
 MESC Employer Number or reason for exemption \_\_\_\_\_

Type of License \_\_\_\_\_  
 Contractor Licensee Name \_\_\_\_\_  
 Qualifying Officer \_\_\_\_\_  
 License# \_\_\_\_\_ Expiration \_\_\_\_\_

**TYPE OF JOB—Check all that applies**

Has a building permit has been obtained for this project?

- Yes  No  Not required
- RESIDENTIAL  1-2 Family Dwellings  
 COMMERCIAL  Multi-Family \_\_\_\_\_ # of units  
 INDUSTRIAL  Addition  
 GOVERNMENT  Alteration/Remodel  
 Mobile Home Setup  
 Service only  Modular Home Setup  
 Special Inspection Only  Other \_\_\_\_\_

**LICENSING REQUIREMENTS**

Section 23a of the State Construction Code Act of 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.

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

**APPLICANT'S SIGNATURE**

Homeowner's signature indicates compliance with Homeowner Affidavit. Signature of Licensee or Homeowner \_\_\_\_\_ Date \_\_\_\_\_

**FEE SCHEDULE**

Reinspection Fee \$50 each

Electrical Fee Schedule	Fee	# of Items	Total
Application Fee (Does Not Include Inspection)	\$45	1	\$45
Inspection: Service, Rough, Final, Other	\$40 ea		
Inspection: Special/Safety	\$60 ea		
Circuits Each	\$7		
Conduit only or Grounding only	\$60		
Dishwasher, Garbage Disposal etc	\$7		
Electrical Baseboards each	\$6		
Energy Retrofit — Temperature Controls	\$60		
Feeders – Bus Ducts, etc (per 50')	\$10		
Fire Alarms up to 10 Devices	\$60		
Fire Alarms — 11 to 20 Devices	\$120		
Fire Alarms over 20 Devices	\$6 ea		
Furnace, unit heater	\$7		
Lighting Fixtures (per 25)	\$10		
Mobile Home Park Site (each site)	\$10		
Power Outlets (range, dryer etc)	\$10		
Recreational Vehicle Park Site (each site)	\$8		
Service through 200 Amp	\$20		
200 Amp through 600 Amp	\$25		
600 Amp through 800 Amp	\$30		
800 Amp through 1200 Amp	\$35		
Over 1200 Amp GFI only	\$60		
Signs (unit)	\$20		
Smoke Detectors	\$5 ea		
Special/Safety Inspection	\$60		
Units up to 20 KVA or HP	\$10		
Units 21 to 50 KVA or HP	\$15		
Units 51 and over KVA or HP	\$20		
Plan Review Fee \$100 + \$75/hour or 25% of Building Plan Review whichever is greater			
<b>TOTAL FEES</b>			

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## INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

### INSTRUCTIONS FOR COMPLETING APPLICATION

#### PAYMENT:

Make checks payable to City of Charlotte

Submit Application and fees to City of Charlotte, 111 E Lawrence Ave, Charlotte 48813 phone (517) 543 8830

#### GENERAL:

Electrical work shall not be started until a permit has been issued. All installations shall be in conformance with the State Electrical Code. No work shall be concealed until it has been inspected and approved.

#### EXPIRATION OF PERMIT:

A permit shall become invalid if the authorized work is not commenced within six (6) months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six (6) months after the time of commencing the work.

A PERMIT WILL BE CANCELED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX (6) MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION.

CANCELED PERMITS CANNOT BE REFUNDED OR REINSTATED.

This Department will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, handicap or political beliefs.

### INSPECTION REQUESTS/QUESTIONS

Questions regarding code or to schedule inspections call Regional Inspection LLC, A Construction Code Authority, toll-free at 866 724 5050. Visit on-line at [www.regionalinspection.com](http://www.regionalinspection.com)

### FEE CLARIFICATIONS

#### 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 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 mobile home or a modular home on private property, a permit must include the application fee, service and feeder.

### PLAN REVIEWS

Plans and specifications for new construction work, alteration, repair expansion, addition, or modification work shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to Act No. 299 of the Public Acts of 1980, as amended, and shall bear that architect's engineer signature and seal.

A PLAN REVIEW IS REQUIRED BEFORE A PERMIT CAN BE ISSUED.

Exception 1: Alterations and repair work determined by the electrical inspector to be of a minor nature.

Exception 2: Work completed by a governmental subdivision or state agency costing less than \$15,000

Exception 3: A building of use group R-3 or R-4 containing not more than 3,500 square feet of building area.

Exception 4: Wiring or alteration to an electrical system that costs less than \$10,000 unless requested by administrative authority.