



ELECTRICAL PERMIT APPLICATION



Washtenaw County Building Inspection

705 N. Zeeb Rd., P.O. Box 8645, Ann Arbor, MI 48107-8645
 Phone: 734-222-3900 Fax: 734-222-3930

Inspections [IVR]: (866) 458-7358: automated system 24 hours/day

www.washtenaw.org/building

Email: zeebcss@washtenaw.org

Authority: 1972 PA230, as amended
Completion: Mandatory to obtain permit
Penalty: Application must be completed and signed or permit will not be issued

I. Job Location			
Site Street Address	Lot Number	Township/Village/City	Parcel ID
Directions to Site			
Name of Property Owner	Phone	Email	
Mailing Address		Has a building permit been obtained for this project? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NOT REQUIRED	
City/Village	Zip Code	Building Permit Number	

II. Contractor/Homeowner Information (permit holder)			
<input type="checkbox"/> Contractor <input type="checkbox"/> Master <input type="checkbox"/> Homeowner	Name of Electrical Contractor or Homeowner	Contractor License Number	Expiration Date
Street Address		Federal Employer ID Number <small>(or reason for exemption)</small>	Unemployment Agency Number <small>(or reason for exemption)</small>
City/Village	Zip Code	Workers Compensation Insurance Carrier <small>(or reason for exemption)</small>	
Email		Phone	Fax
Name of Master Electrician		Master License Number	Expiration Date
Business/Branch Address		City	State Zip Code

III. Type of Job			
<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Premanufactured Home Setup (State Approved)
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Service Only	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)

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 the work being performed is described above, check below "Plans Not Required."
What is the building size in square footage? _____ What is the rating of the service or feeder in ampere? _____
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.
<input type="checkbox"/> Plans not required

V. 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 a Washtenaw County electrical inspector. I will cooperate with the electrical inspector and assume the responsibility to arrange for required inspections.

VI. 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 residential structure. Violators of section 23a are subjected to civil fines.	
Signature of Licensee or Homeowner (Homeowner's signature indicates compliance with Section V Homeowner Affidavit)	Date
Printed Name	

Complete Application on Back Side

VII. Fee Clarifications

ITEM #25 & #26 MOBILE HOME UNIT SITE: When installing a site service in a park, the permit applicant must include the application fee, plus the number of park sites (pedestals). 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.

Description of work to be performed

VIII. Fee Chart - Enter the number of items being installed. Multiply by the unit price for total fee.

	FEE	QTY	TOTAL
1. Application Fee (non-refundable)	\$30.00	1	\$30.00
2. Service: Temporary - Thru 200 AMP	11.00		
3. Service: Over 200 Amp - Thru 600 Amp	16.00		
4. Service: Over 600 Amp Thru 800 Amp	21.00		
5. Service: Over 800 Amp Thru 1200 Amp	27.00		
6. Service: Over 1000 Amp GFI Only	53.00		
7. Circuits	6.00		
8. Lighting Fixtures - per 25	7.00		
9. Dishwasher	6.00		
10. Furnace - Unit Heater	6.00		
11. Electrical Heating Unit (baseboard)	5.00		
12. Power Outlets (ranges, dryers, etc.)	8.00		
13. Signs	27.00		
14. Air Conditioning	21.00		
15. Lift pumps	21.00		
16. Feeder - Bus Ducts, etc. - per 50'	7.00		

	FEE	QTY	TOTAL
17. Units up to 20 K.V.A. or H.P.	7.00		
18. Units 21 to 50 K.V.A. or H.P.	11.00		
19. Units 51 K.V.A. or H.P. or Over	13.00		
20. Fire Alarms (per device) - Minimum \$45.00	6.00		
21. Energy Retrofit - Temp Control	45.00		
22. Conduit Only; or Grounding Only	45.00		
23. Data and Communication wiring (rough) - Minimum \$18.00	6.00 per type of device		
24. Swimming Pools / Hot Tubs	50.00		
25. Mobile Home Park Site Feeder Connection (see Section VII)	27.00		
26. Pedestals Only (see Section VII)	16.00		
27. Special Safety Inspection	50.00		
28. Additional Inspection (write-in)	50.00		
29. Final Inspection	50.00	1	\$50.00
30. License Registration (per cycle)	30.00		
TOTAL FEES <i>Permit cost start at \$80.00 Includes 2 inspections: rough and final</i>	\$		

Make checks payable to:
“WASHTENAW COUNTY BUILDING INSPECTION”

FAILURE TO POST PERMIT OR PERMIT NUMBER VISIBLE FROM STREET WILL RESULT IN \$50.00 REINSPECTION FEE

IX. Instructions for Completing Application

GENERAL: Electrical work shall not be started until the application for permit has been filed with Washtenaw County Building Inspection. All installations shall be in conformance with the State Electrical Code. **No work shall be concealed until it has been inspected and approved.** The inspection telephone number will be provided on the permit form. When ready for inspection, call Washtenaw County Building Inspection providing as much advance notice as possible. The inspection department will need the **job address** 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 six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work. **A PERMIT WILL BE CANCELLED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELLED PERMITS CANNOT BE REFUNDED OR REINSTATED.**

Online Permit Information: <https://permits.ewashtenaw.org/>

Access to permitting software for convenient lookup of permit activity and inspection results