

# ELECTRICAL PERMIT APPLICATION

City of East Grand Rapids  
C/O Cascade Charter Township  
5920 Tahoe Dr SE  
Grand Rapids, MI 49546-7123  
(616) 949-3765  
www.cascadetwp.com

## I. JOB LOCATION

Name of Owner/Agent	Telephone Number ( )	Has a building permit been obtained for this project? Yes No Not Required	
Street Address & Job Location (Street No. & Name)	Suite #	City/Village	Township

## II. CONTRACTOR/HOMEOWNER INFORMATION

Contractor Homeowner	Name	State License Number	Expiration Date
Address (Street No. & Name)			
City		State	Zip Code
Telephone Number ( )	Fax ( )	Email	
Workers Compensation Insurance Carrier (or reason for exemption)		MESCC Employer Number (or reason for exemption)	
Federal Employer ID Number (or reason for exemption)			

## III. TYPE OF JOB

Single Family	New	Service Only	Premanufactured Home Setup (State Approved)
Other	Alteration	Special Inspection	Manufactured Home Setup (HUD Mobile Home)
Work Area / Description (required):			

## IV. PLAN REVIEW REQUIRED

**See below for plan review requirements before completing this section.** Plans and specifications must be submitted when the wiring or alteration to an electrical system is over 400 amps and is in excess of 3,500 square feet in all buildings.

What is the rating of the service or feeder in ampere? \_\_\_\_\_  
What is the building size in square feet? \_\_\_\_\_

Have plans been submitted?      YES      NO      NOT REQUIRED

Plans are required for all building types and 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 or engineer's signature and seal, except:

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

**PLANS MUST BE SUBMITTED BEFORE A PERMIT CAN BE ISSUED.**

## 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. (Homeowner signature indicates compliance with Section VI. Homeowner Affidavit)

Signature of Licensee or Homeowner	Print or Type Name	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 State 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.

**COMPLETE APPLICATION ON BACK SIDE**

**VII. FEE CHART** - Enter the number of items being installed, multiply by the unit price for total fee.

	FEE	# ITEMS	TOTAL
1. Application Fee (non-refundable) Includes 1 Inspection	50.00	1	
Service: 2. Through 200 Amp	10.00		
3. Over 200 Amp. thru 600 Amp.	15.00		
4. Over 600 Amp. thru 800 Amp.	20.00		
5. Over 800 Amp. thru 1200 Amp.	25.00		
6. Over 1200 Amp. – GFI Only	50.00		
7. Circuits	5.00		
8. Lighting Fixtures – per 25	6.00		
9. Dishwasher	5.00		
10. Furnace – Unit Heater	5.00		
11. Electrical Heating Units (baseboard)	4.00		
12. Power Outlets (ranges, Dryers, etc.)	7.00		
Signs: 13. Unit	10.00		
14. Letter	15.00		
15. Neon – each 25 feet	20.00		

	FEE	# ITEMS	TOTAL
16. Feeders – Bus Ducts, etc. – per 50	6.00		
17. Mobile Home Park Site (see reverse)	6.00		
18. Recreational Vehicle Park Site	4.00		
19. Units up to 20 K.V. A. or H.P.	6.00		
20. Units 21 to 50 K.V.A. or H.P.	10.00		
21. Units 51 K.V.A. or H.P. & over	12.00		
22. Fire Alarms – up to 10 devices	50.00		
23. Fire Alarms – 11 to 20 devices	100.00		
24. Fire Alarms – over 20 devices	5.00 each		
25. Energy Retrofit – Temp. Control	45.00		
26. Conduit only or grounding only	45.00		
27. Additional Inspection	50.00		
28. Final Inspection	50.00		

Make checks payable to "Cascade Charter Township"

TOTAL FEES

**VII(a). 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.

**VIII. INSTRUCTIONS FOR COMPLETING APPLICATION**

GENERAL: Electrical work shall not be started until the application for permit has been filed with Cascade Charter Township. All installations shall be in conformance with the State Electrical 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 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.**