

**ELECTRICAL PERMIT APPLICATION
CITY OF HARTFORD
19 W. MAIN ST.
HARTFORD, MI 49057
269-621-2477**

David Gongwer
Electrical Inspector
574-255-7764 Office
574-876-8838 Cell
nextstepi@outlook.com



Permit Number (office use only)	—
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AUTHORITY: P.A. 230 OF 1972, AS AMENDED COMPLETION: MANDATORY TO OBTAIN PERMIT PENALTY: PERMIT CAN NOT BE ISSUED
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I. JOB LOCATION

Name of Owner	Has a building permit been obtained for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required			
Street Address & Job Location (Street No. and Name)	City/Village Hartford	Zip code	Township	County Van Buren
	State Master License #		Master Expiration Date	

II. CONTRACTOR / HOMEOWNER INFORMATION

<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	Name	State Contractor License #	Contractor Expiration Date
Address (Street No. and Name)		Property ID Number	
City	State	Zip Code	E-Mail
Telephone Number	Mobile Phone #	Federal Employer ID Number (or reason for exemption)	
Fax Number	Workers Compensation Insurance Carrier (or reason for exemption)	MESC Employer Number (or reason for exemption)	

III. TYPE OF JOB

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Alteration	<input type="checkbox"/> Pre-manufactured Home Setup (State Approved)	<input type="checkbox"/> Industrial
	<input type="checkbox"/> Garage	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> Commercial
<input type="checkbox"/> Pole Barn	<input type="checkbox"/> other (write in)	Description of work:		

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 amperes? _____

What is the building size in square feet? _____

Must be completed to issue permit

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 structure. Violators of sections 23a are subjected to civil fines.

Signature of Licensee or Homeowner (Homeowner signature indicates compliance with Section VI. Homeowner Affidavit)	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 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 CLARIFICATIONS

ITEM #17, MOBILE HOME SITE:
 When installing a site service in a park, the permit application must include the application & inspection fee, service, plus the number of park sites.
 When installing a HUD mobile home in a park, a permit must include the application & inspection fee and a feeder. This shall be done by a licensed electrical contractor.
 When installing a HUD mobile home or a pre-manufactured home on private property, a permit must include the application & inspection fee, service and feeder.

VIII. FEE CHART- Enter the number of items being installed; multiply by the unit price for total fee.

ITEM	ITEM DESCRIPTION	FEE	# OF ITEMS	TOTAL
1.	Application Fee (non-refundable)	75.00	1	\$75.00
2.	Service: thru 200 Amp	10.00		
3.	Over 200 Amp thru 400 Amp	15.00		
4.	Over 400 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, range hood, disposal (each)	5.00		
10.	Furnace	5.00		
11.	Electrical Heating Units (baseboard)	4.00		
12.	Power Outlets (ranges, dryers, etc)	7.00		
13.	Signs: Unit	10.00		
14.	Letter	15.00		
15.	Neon – each 25 feet	20.00		
16.	Feeders, Sub Panels, Bus Ducts, etc.	\$6.00		

ITEM	ITEM DESCRIPTION	FEE	# OF ITEMS	TOTAL
17.	Mobile Home Park Site	6.00		
18.	Recreational Vehicle Park Site	4.00		
19.	EV Station / Energy Retrofit / Temp. Control	45.00		
20.	K.V.A & H.P.	6.00		
	Units up to 20 K.V.A. or H.P.			
21.	Units 21 to 50 K.V.A. or H.P.	10.00		
22.	Units 51 K.V.A. or H.P and over	12.00		
23.	Fire Alarms – up to 10 devices(not residential smoke detectors)	50.00		
24.	11 to 20 devices	100.00		
25.	over 20 devices (each)	5.00		
26.	Data/Telecom/TV Outlets	5.00 ea.		
27.	Residential Generator (includes service equipment)	50.00		
28.	Residential PV system	150.00		
29.	Pool Bonding, Conduit only, or Grounding only	45.00		
30.	Final Inspection Fee	75.00	1	\$75.00
31.	Additional Insp. Fee (rough in, underground, etc)	75.00		
32.	Certification Fee	10.00		

	Total Fees:
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NOTE: Under special circumstances City of Hartford will assess an hourly fee for inspection services at a rate of \$75.00 per hours	Total Fee (Must include the \$75 non-refundable application and \$75 final inspection fees)	Make check payable to: City of Hartford Mail or drop off at 19 W Main St Hartford, MI 49057
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IX. INSTRUCTIONS FOR COMPLETING APPLICATION

GENERAL: Electrical work shall not be started until the application for permit has been filed. All installations shall be in conformance with the MI Electrical Code. **No work shall be concealed until it has been inspected. When ready for an inspection, email or text the Electrical Inspector, providing as much advance notice, as possible. The Inspector will need the job location, permit number, type of inspection and accessibility.**

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 CANCELED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELED PERMITS CANNOT BE REFUNDED OR REINSTATED.**

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

X. UTILITY WORK ORDER NUMBER (WO#)

If this application includes work involving service equipment, include the serving utility work order number here.

Utility Name	WO#
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