



# ISABELLA COUNTY ELECTRICAL PERMIT APPLICATION

ISABELLA COUNTY  
COMMUNITY DEVELOPMENT DEPARTMENT  
200 N. MAIN ST., MT. PLEASANT, MI 48858  
(989) 317-4061 FAX (989) 775-6681

ELECTRICAL PERMIT APPLICATIONS WILL **NOT** BE ACCEPTED UNLESS ALL THE FOLLOWING ARE PROVIDED AT THE TIME OF APPLICATION:

## 1. PROPERTY OWNER/JOB LOCATION:

- The correct property owner name, complete address, phone number and property tax id number is required to be provided. Property Tax ID (a.k.a. parcel number) and parcel data information can be found at: [app.fetchgis.com/Isabella](http://app.fetchgis.com/Isabella)

## 2. CONTRACTOR INFORMATION

- The contractor's name, complete address, phone number, contractor license number and expiration date, federal employer ID number, workers compensation insurance carrier, MESC employer number and email address (if available) are required.
- If the property owner is applying for the permit AND the property owner information matches the information in number 1 above, this may be left blank.

## 3. TYPE OF JOB

- Indicate the appropriate job type by checking the appropriate boxes.
- A complete description of the work being performed is required.

## 4. PLANS REQUIRED

- Answer all questions in the Plans Required section to determine if plans are required for review by the Electrical Inspector prior to permit issuance. If you answered YES to any questions in this section, plans are required.
- Construction documents may be submitted by the owner or the owner's architect, engineer, contractor or agent. *(The construction statutes or codes do not fix the responsibility for the submission of construction documents. However, the owner of the construction project has the responsibility to assure that it is done.)*

## 5. PLAN REVIEW REQUIRED

- The purpose of a Plan Review is to assure the construction project is designed in compliance with the code. If there are issues of noncompliance, they may need to be addressed during the review process.
- Answer all questions in the Plan Review section to determine if a plan review is required for this project. If you answered NO to any of these questions, a plan review application is required to be submitted. Please contact the Community Development / Inspections office for details on submitting a plan review application.

## 6. FEE CHART:

- Payment of all fees are required to be made at time of application. Check may be made out to Isabella County.

## 7. APPLICANT SIGNATURE:

- Signature of the applicant is required. If the applicant is the property owner, the applicant's driver's license number is required.

**TOTAL PERMIT FEES MAY BE DOUBLED IF WORK IS  
STARTED BEFORE THE PERMIT IS ISSUED**





# ELECTRICAL PERMIT APPLICATION

Isabella County Community Development/Inspections  
200 N Main St  
Mt. Pleasant MI 48858  
(989) 317-4061

\*OFFICE USE ONLY\*

Permit No.: \_\_\_\_\_

Date: \_\_\_\_\_

Check No.: \_\_\_\_\_

Receipt No.: \_\_\_\_\_

## 1. PROPERTY OWNER / JOB LOCATION

Name	Phone Number	Property Tax ID:	
Job Street Address	City	Township	Section
Owner Mailing Address	City	State	Zip Code
Owner Email Address			

## 2. CONTRACTOR INFORMATION (May be left blank if the Property Owner is completing the work.)

Contractor Name	Contractor License Number	Expiration Date	
Contractor Address	City	State	Zip Code
Phone Number	Federal Employer ID Number (or reason for exemption)		
Workers Compensation Insurance Carrier (or reason for exemption)	MESC Employer Number (or reason for exemption)		
Contractor Email Address			

## 3. TYPE OF JOB

<input type="checkbox"/> New Building/Structure	<input type="checkbox"/> Alteration	<input type="checkbox"/> Service Only	<input type="checkbox"/> Fire Suppression	<input type="checkbox"/> Manufactured Home
<input type="checkbox"/> Addition	<input type="checkbox"/> Repair	<input type="checkbox"/> Utility	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Mobile Home
Description of Work:				

## 4. PLANS REQUIRED

## 5. PLAN REVIEW REQUIRED

Is this new multi-family construction?	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO	Is the electrical system less than or equal to 400 amps? Number of amps: _____	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
Is this new commercial construction?	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO	Is the building less than 3,500 ft <sup>2</sup> in area? Area of building (in ft <sup>2</sup> ): _____	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
Is this new industrial construction?	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO	If you answer YES to at least one of the questions above, a plan review is not required. However, the Electrical Inspector may require a plan review for unique or unusual work.				
If you answer YES to any of the questions above, plans are required.					If you answer NO to both of the questions above, a Plan Review is required. Please contact the Community Development / Inspections department for information on submitting a Plan Review Application.				

The purpose of a Plan Review is to assure the construction project is designed in compliance with the code. If there are issues of noncompliance, they may need to be addressed during the review process.

Answer all questions in the Plan Review section to determine if a plan review is required for this project. If you answered NO to certain questions, a plan review application is required to be submitted. Please contact the Community Development Inspections office for details on submitting a plan review application.

**TOTAL PERMIT FEES MAY BE DOUBLED IF WORK IS  
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6. FEE CHART	Fee	#Items	Total
<b>Administrative Fee</b> (Non-Refundable)	<b>\$50.00</b>	<b>1</b>	<b>\$50.00</b>
<b>Circuits</b>	\$4.00 each		
<b>Data/Telecommunication Outlets – per 25</b>	\$7.00 each		
<b>Dishwasher</b>	\$4.00 each		
<b>Electrical Heating Units</b> (Baseboard)	\$4.00 each		
<b>Feeders – Bus Ducts, Etc. – Per 50</b>	\$7.00 each		
<b>Fire Alarm System (Not Smoke Detectors)</b>	\$61.00 each		
<b>Furnace – Unit Heater</b>	\$6.00 each		
<b>Garbage Disposal</b>	\$4.00 each		
<b>Inspection – Rough Additional/Special</b>	\$70.00 each		
<b>Inspection – Final</b>	<b>\$70.00 each</b>	<b>1</b>	<b>\$70.00</b>
Under special circumstances an hourly fee for inspection services may be assessed at a rate of \$55.00 per hour.			

	Fee	#Items	Total
<b>K.V.A. &amp; H.P. Rated Equipment</b> (not for solar panel use)	Up to 25 K.V.A. or H.P. \$7.00 each		
	Each Additional 25 K.V.A. or HP (or fraction thereof) \$10.00 each		
<b>Letter of Compliance</b> (upon request)	\$20.00		
<b>Lighting Fixture/Outlets – Per 25</b>	\$7.00 each		
<b>Manufactured/Mobile Homes</b>	\$36.00 each		
<b>Power Outlets 220V</b> (Ranges, Dryers, Etc.)	\$7.00 each		
<b>Range Hood</b>	\$4.00 each		
<b>Re-Open Expired Permit</b>	\$50.00		
<b>Service</b> (Per Meter)	Up to 200 AMPs	\$10.00 each	
	201-600 AMPs	\$14.00 each	
	Over 600 AMPs	\$19.00 each	
<b>Signs – Per Circuit</b>	\$7.00 each		
<b>Solar Panel</b>	\$2.00 each panel		
<b>Total Fee</b> (must include non-refundable \$50.00 administrative fee and \$70.00 final inspection)			

## 7. 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 subject to civil fines.**

Signature of Electrical Contractor

Date:

Signature of Property Owner (if property owner is the applicant)

Date:

Property Owner Driver's License Number:  
(required if property owner is the applicant)

**Homeowner Affidavit : I hereby certify that the proposed work is authorize by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.**

Electrical work shall not be started until the electrical permit has been issued. All installations shall be in conformance with the State Electrical Code. **No work shall be concealed until the work has passed an inspection.** You are required to call the inspection line at (989) 317-4220 and provide the required details a minimum of 24 hours in advance.

**EXPIRATION OF PERMIT:** A permit remains valid as long as work is progressing, and inspections are requested and conducted. A valid permit shall expire if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. **Expired permits may be extended upon submission of a written request and payment of a \$50.00 fee within 30 days of expiration.** Otherwise, the permit shall be closed. A closed permit requires a new permit application.

**TOTAL PERMIT FEES MAY BE DOUBLED IF WORK IS  
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