



ELECTRICAL PERMIT APPLICATION

Effective 03/23/2023

2650 LaFranier Rd, Traverse City MI 49686
231-995-6044 codes@gtcountymi.gov
www.gtcountymi.gov/codes

All Information is Required:

Job Site Info:

Address _____ City _____
Township _____ Occupant _____

Owner Info:

Name _____
Mailing Address _____
City _____ State _____ Zip _____
Home Phone Number _____ Email address _____

JOB QUESTIONS

Multi Unit: Yes / No

Utility Co: _____

Check One

Residential:

New ☐
HUD ☐
MRC ☐
Replace ☐
Addition ☐
Remodel ☐

Commercial:

New ☐
Addition ☐
Replace ☐
Remodel ☐
Other ☐

Requirement of Plans

Yes / No

☐ ☐ 2 sets enclosed for review
☐ ☐ Gov't work less than \$15,000
☐ ☐ Buildings with 400 amps or less
AND not to exceed 3500 sf ft

Contractor Info:

Business Name (Name on License) _____ Elec Contractors License _____ Exp Date _____
Mailing Address _____ Elec Masters License _____ Exp Date _____
City _____ State _____ Zip _____ Tax, Fed, or Emp ID _____ MESC No. _____ Workman's Comp Carrier _____
Phone Number _____ Cell number _____ Email address _____

Applicant Signature: Section 23 A of the State Construction Code Act of 1972, Act No. 230 of the Public Acts of 1972, being section 125.1523 A of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential bldg or a residential structure. Violators of section 23A are subject to civil fines. Homeowner's signature indicates compliance with the Homeowner's affidavit below.

Date: _____ Signature: _____

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

Description of Job:

	Units	Fee	Total		Units	Fee	Total
1. Application Fee (non refundable) includes: 1 inspection	1	x	\$55.00	\$55.00	14. Power Outlets ~ 240 volt	x	\$7.00
2. Service Through 200 Amp		x	\$11.00		15. Feeders ~ bus ducts, etc ~ per 50'	x	\$7.00
3. Over 200 to 400 Amp		x	\$16.00		16. Mobile Home & Modulares (see reverse side)	x	\$6.00
4. Over 400 to 800 Amp		x	\$20.00		17. Recreational Vehicle Park Site	x	\$4.00
5. Over 800 Amps		x	\$25.00		18. Units up to 20 KVA or HP	x	\$7.00
6. 1000 Amps & Over (GFI only)		x	\$50.00		19. Units 21 to 50 KVA or HP	x	\$11.00
7. Circuits		x	\$6.00		20. Units 51 KVA or HP and over	x	\$13.00
8. Lighting Fixtures ~ per 25		x	\$6.00		21. Fire Alarms ~ per each device	x	\$5.00
9. Dishwasher		x	\$6.00		22. Data / Telecommunication Outlets: Per each drop/device	x	\$5.00
10. Furnace ~ Unit Heater		x	\$7.00		23. Energy Retrofit ~ Temp Control	x	\$45.00
11. Elec Baseboard Heating Units		x	\$4.00		24. Conduit or Grounding Only	x	\$45.00
12. Signs Unit		x	\$10.00		25. Final &/or Additional Inspection	x	\$55.00
13. Signs Neon ~ each 25'		x	\$20.00				

Make Checks Payable to "Grand Traverse County"

Total Fees Due: _____

Electrical Permit Clarifications

Mobile Homes & Modular Homes:

- When installing a site service in a park, the permit application should include: #1, the application fee, the appropriate service fee, #2-#5 and #17, the park site fee. The number of items is based on the number of park sites.
- When setting a mobile home in a park, the permit application should include #1, the application fee and #16, the feeder fee.
- When setting a mobile home or a modular home on private property, the permit application should include #1, the application fee, then one of the appropriate service fees, #2-#5, also, #16 to feed the service to the home. If the home will be hooked up to a well then #19 should be selected. If the holding tank is under the house then #7, for circuits and #8, for lighting fixtures, should be selected too.

Plan Reviews are not required for the following:

- Buildings that have calculated floor areas less than or equal to 3500 square feet and have the service or feeder with 400 amps or less. The administrative authority may request plans for projects that include unusual design.
- Work completed by a governmental subdivision or state agency costing less than \$15,000.
- Alterations and repair work determined by the electrical official to be of a minor nature.

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 Act No. 299 of the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal. Plans must be submitted before a permit can be issued.

General Procedures:

Electrical work shall not be started until the application for permit has been filed with the Grand Traverse County Construction Code Office. All installations shall conform with the State Electrical Code. No work shall be concealed until it has been inspected. To request an inspection, provide as much notice as possible, and call the office at 231-995-6044 with your permit number and the location. Inspection requests will not be taken over the phone without your permit number.

Expiration of Permit: (80.19.3 Part 8, 2002)

Every permit issued by the code official under the provisions of this code shall expire by limitation and become null and void if the work authorized by such permit is not commenced within 180 days from the date of such permit, or if the work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of 180 days.

Transfer of Permit: (80.19.8, Part 8, 2002)

An electrical permit is not transferable.

Uncompleted installation notification: (80.19.4 Part, 2002)

If a person to whom a permit is issued for the installation and inspection of electrical conductors and electrical equipment quits the installation for any reason, then the person shall notify the administrative authority.