



# ELECTRICAL PERMIT APPLICATION

City of Saginaw  
Inspections Division  
1315 S. Washington Ave.  
Saginaw, MI 48601  
(989) 759-1421 FAX (989) 759-159G

AUTHORITY: P.A. 230 OF 1972, AS AMENDED  
COMPLETION: MANDATORY TO OBTAIN PERMIT  
PENALTY: PERMIT CAN NOT BE ISSUED

## I. JOB LOCATION

Name of Owner/Agent	Has a building permit been obtained for this project?		
	Yes	No	Not required
Street Address & Job Location (Street No. and Name)			

## II. CONTRACTOR/HOMEOWNER INFORMATION

Contractor Homeowner	Name		State License Number	Expiration Date
Address (Street No. and Name)			State Registration Number	Local Licensing Jurisdiction
City	State	Zip Code	Local License Number	Expiration Date
Telephone Number ( )	Social Security Number	Federal Employer ID Number (or reason for exemption)		
Workers Compensation Insurance Carrier (or reason for exemption)		MESC Employer Number (or reason for exemption)		

## III. TYPE OF JOB

<b>Single Family</b>	New	Service Only
<b>Other</b>	Alteration	Special Inspection

## 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**

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**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.**

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

**COMPLETE APPLICATION ON BACK SIDE**

## VII. FEE CLARIFICATIONS

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	FEE	# ITEMS	TOTAL
1. Application Fee	\$75.00		
2. License Registration Fee	\$10.00		
3. Services			
0 - 200 Amps	\$12.00		
201 - 600 Amps	\$20.00		
601 - 800 Amps	\$24.00		
801 - 1200 Amps	\$25.00		
Over 1,200 Amps	\$50.00		
4. Circuits (per each Circuit)	\$5.00		
5. Lighting Fixtures (per 25)	\$6.00		
6. Heating Equip (Excudes Circuit Fee)	\$7.00		
7. Dishwasher, Disposal, Range Hood	\$5.00		
8. Energy Retrofit - temperature Control	\$45.00		
9. Conduit only or grounding only	\$45.00		
10. Signs per unit	\$10.00		
11. Signs per letter	\$15.00		
12. Signs neon per 25'	\$20.00		

	FEE	# ITEMS	TOTAL
13. Feeders or bus duct (per 50')			
0-60 amps	\$7.00		
61-100 amps	\$10.00		
over 100 amps	\$13.00		
14. Any kW or kVA or motor	\$5.00		
0-20 kW,kVA, or HP	\$7.00		
21-50 kW,kVA, or HP	\$10.00		
Over 50 kW,kVA, or HP	\$13.00		
15. Alarm Systems			
1-10 Devices	\$50.00		
11-20 Devices	\$100.00		
Each Added Device	\$5.00		
16. Refundable Re-Inspection Fee <sup>1</sup>	\$60.00		
17. Special Inspection Fee	\$30.00		

**TOTAL FEES**

*Make checks payable to " CITY OF SAGINAW "*

**IX. INSTRUCTIONS FOR COMPLETING APPLICATION**

**GENERAL:** Electrical work shall not be started until the application for permit has been filed with the Inspections Division. All installations shall be in conformance with the State Electrical Code. **No work shall be concealed until it has been inspected. 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.**

**WHERE TO SUBMIT APPLICATION:** City of Saginaw, Inspections Division, 1315 S. Washington Ave. Saginaw, MI 48601  
The City of Saginaw Inspections Division is responsible for code enforcement in the City limits of Saginaw.  
Questions concerning the electrical code may be directed to the Electrical Inspector Barri Woods at (989) 759-1425.

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