



Electrical Permit Application

1725 Territorial Road
Benton Harbor, MI 49022

Tel: (269) 925-7284
Fax: (269) 925-7134

Ken Simpson, Electrical Inspector

Permit Holder to call for Inspections at (269) 471-5869
and give 24 Hours Notice for All Inspections

Submit Electrical Applications at Building Department counter

Authority: P.A. 230 of 1972, as amended COMPLETION: MANDATORY TO OBTAIN PERMIT PENALTY: PERMIT CANNOT BE ISSUED <i>BCT is an equal opportunity employer / program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.</i>	DATE OF APPLICATION:
OFFICE USE ONLY: PROPERTY ID#:	FEES / RECEIPT #:

I. JOB LOCATION

Name of Owner/Agent	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 N / A	Township Benton Charter Township	County Berrien

II. CONTRACTOR / HOMEOWNER INFORMATION

<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	Name		State License Number	Expiration Date
Address (Street No. and Name)		State Registration Number Local Licensing Jurisdiction		
City	State	Zip Code	Workman's comp Insurance Carrier and expiration date (or reasons for exemption):	
Telephone Number	Cell phone number		Federal Employer ID Number (or reason for exemption)	
EMAIL ADDRESS: (PRINT CLEARLY)		MESC Employer Number (or reason for exemption)		

III. TYPE OF JOB

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Service Only	<input type="checkbox"/> Pre-manufactured Home Setup (State Approved)	<input type="checkbox"/> State Owned
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> School

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 3500 square feet in all buildings.				
What is the rating of the service or feeder in amperes? _____ What is the building size in square feet? _____				
Have plans been submitted? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NOT REQUIRED				
Plans are required for all building types and shall be prepared by or under the direct supervision of an architect or licensed 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: 1. When the electrical system rating does not exceed 400 amperes and the building is not over 3,500 square feet in area. 2. 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) Sign here X:	Date

VI. Homeowner Affidavit: Homeowners also sign here X:

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 2023 Michigan 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.	
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Homeowner: If you are homeowner, please sign above TWICE as indicated

COMPLETE APPLICATION ON BACK SIDE

VII. Fee Clarifications

ITEM # 2: SERVICE FEE: WHEN RE-ENERGIZING AN EXISTING SERVICE, ONLY AN APPLICATION FEE AND SERVICE FEE IS REQUIRED.

ITEM #17, MOBILE HOME SITE:

When installing a site service in a park, the permit application must include the application fee, service, plus the number of park sites, and final inspection.

When installing a HUD mobile home in a park, a permit must include the application fee, a feeder, and a final inspection. 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 fee, service, feeder, and a final inspection.

VIII. FEE CHART

	FEE	# ITEMS	TOTAL
1. Application Fee	\$75.00	1	\$75.00
2. Service: 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, 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 – Bus Ducts, etc – per 50'	6.00		
17. Mobile Home Park Site	6.00		
18. Recreational Vehicle Park Site	4.00		

	FEE	# ITEMS	TOTAL
19. Units up to 20 K.V.A & 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 and over	12.00		
Fire Alarms – not smoke detectors			
22. 22. – up to 10 devices	50.00		
23. 23. 11 to 20 devices	100.00		
24. 24. over 20 devices (each)	5.00		
Data/Telecommunication Outlets			
31. – up to 19 devices	5.00 ea		
32. 20 to 300 devices	100.00		
33. Over 300 devices	300.00		
25. Energy Retrofit – Temp. Control	45.00		
34. Devices – energy management	5.00 ea		
26. Conduit only or grounding only	45.00		
27. Special/Safety Insp. (includes cert. fee)	75.00		
28. Additional Inspection	75.00		
29. Final Inspection	75.00	1	\$75.00
30. Certification fee	30.00		
Total Fees:			

Please Make Checks Payable To: Benton Charter Township

IX. INSTRUCTIONS FOR COMPLETING APPLICATION

GENERAL: Electrical work shall not be started until the application for permit has been filed at the Benton Charter Township Hall. All installations shall be in conformance with the **2023 Michigan 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. The phone number for the Inspector is provided on the header of this application and on the permit. The permit will be mailed to you.

IF THE APPLICANT IS NOT THE INDIVIDUAL ON SITE COMPLETING THE WORK, THE PERMIT WILL BE REVOKED.

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 CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED 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 SERVICE ORDER NUMBER

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