

Request # _____

ELECTRICAL PERMIT APPLICATION
Birch Run Township
8425 Main Street P.O. Box 152
Birch Run, MI 48415
(989) 624-9773

Date of Application_____

I. JOB LOCATION

Name of Owner	Phone#	Has a building permit been obtained for this project?		Publicly Owned:
		YES	NO	YES
			NOT REQUIRED	NO
Street Address & Job Location (Street No. & Name)	City/Village	Township	County	

II. CONTRACTOR/HOMEOWNER INFORMATION *(permit application MUST be signed on back of form.)*

Contractor Name		Homeowner Name (Check Appropriate Box)		State License Number	Expiration Date
Address (Street No. & 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)		
Worker's Compensation Insurance Carrier (or reason for exemption)			MESC Employer Number (or reason for exemption)		

III. TYPE OF JOB

IV.

Single Family	1. New	2. Remodel	6. Special Inspection	A plan review may be required before work is started, on any building other than a single family dwelling less than 3,500 square feet. See reverse side for details. Have plans been submitted for plan review? YES NO NOT REQUIRED
Other	3. New	4. Remodel	7. Mobile Home Setup	
	5. Service Only		8. Modular Home Setup	

V. FEE CHART – Enter the number of items being installed, multiply by the unit price for the total fee.

	FEE	#ITEMS	TOTAL		FEE	#ITEMS	TOTAL
1. Application Fee (non refundable)	65.00	1	65.00	16. Feeders – Bus Ducts, etc. – per 50'	6.00		
SERVICE: 2. Through 200 Amp.	10.00			17. Mobile Home Park Site (see reverse)	6.00		
3. Over 200 Amp. thru 600 Amp.	15.00			18. Recreational Vehicle Park Site	4.00		
4. Over 600 Amp. thru 800 Amp.	20.00			19. Units up to 20 K.V.A. & H.P.	6.00		
5. Over 800 Amp. thru 1200 Amp.	25.00			20. Units 21 to 50 K.V.A. or H.P.	10.00		
6. Over 1200 Amp. GFI only	50.00			21. Unit 51 K.V.A. or H.P. and over	12.00		
7. Circuits	4.00			22. Fire Alarms – up to 10 devices	50.00		
8. Lighting Fixtures – per 25	6.00			23. Fire Alarms – 11 to 20 devices	100.00		
9. Dishwasher	4.00			24. Fire Alarms – over 20 devices (each)	5.00		
10. Furnace – Unit heater	5.00			25. Special/Safety Insp.(includes cert. fee)	65.00		
11. Electrical Heating Units (baseboard)	4.00			26. Additional Inspection	65.00		
12. Power Outlets (ranges, dryers, etc.)	7.00			27. Final Inspection	65.00	1	65.00
SIGNS : 13. Unit	5.00			28. Registration Fee	15.00		
14. Letter IE (Transformer)	10.00						
15. Neon – each 50 feet	15.00			TOTAL FEES			

MAKE CHECKS PAYABLE TO: "BIRCH RUN TOWNSHIP"

VALIDATION AREA

OFFICE USE ONLY

APPROVED:

	CASH	CHECK
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DATE: _____

Authority National Electrical Code, as Adopted by Township Ordinance.
COMPLETION : Installation Shall Not Be Started Until Application is Filed
PENALTY: Written Order to Stop Construction.

Revised: 2.11.2025

ELECTRICAL PERMIT APPLICATION

IV. APPLICANT SIGNATURE

Section 23a of the State Construction Act of 1972, Act No. 230 of the Public Act of 1972, being Section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of Birch Run Township relating to persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subject to civil fines and/or imprisonment.

Signature of Licensee of Homeowner (Homeowner must also sign affidavit below)

VII. AFFIDAVIT

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

I, _____ (name), _____ (title), attest that the statements, specifications, and plans submitted with this application are true and complete and contain a correct description of the building or structure, lot or parcel, and proposed work. I further attest that this application complies with the requirements of MCL 125.1510 and that I am a person authorized under MCL 125.1510(2) to make the statements and attestations contained in this application under MCL 125.1510(2).

Signature of Applicant: _____ Date: _____

Email to Receive Permit: _____

VII. FEE CLARIFICATIONS

ITEM # 2, MOBILE HOME UNIT SITE:

When installing a site service in a park, the permit application should include the application fee, service, plus the number of park sites.

When setting a mobile home in a park, a permit should include the application fee and a feeder. This shall be done by a licensed contractor.

When setting a mobile home or a modular home on private property, a permit should include the application fee, service, and feeder.

IX. PLAN REVIEW REQUIREMENTS

Plans and specifications for new construction work, alteration, repair, expansion, addition, or modification work shall be prepared by or under the direct supervision of an architect or engineer license pursuant to Act No. 299 or the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal. A PLAN REVIEW IS REQUIRED BEFORE A PERMIT CAN BE ISSUED.

Exception 1: Alterations and repair work determined by the electrical official to be of a minor nature.

Exception 2: Work complete by a governmental subdivision or state agency costing less than \$15,000.

Exception 3: A building of use group R-1A or R-1 containing not more than 3,500 square feet of building area.

Exception 4: Wiring or alteration to an electrical system that costs less than \$10,000, unless requested by administrative authority.

X. INSTRUCTIONS FOR COMPLETING APPLICATION

GENERAL: Electrical work shall not be stated until the application for permit has been filed with Birch Run Township. All installations shall be in conformance with the current edition of the National Electrical Code, and/or the Michigan Residential Code as adopted by the Birch Run Township ordinance. No work shall be concealed until it has been inspected.

When ready for an inspection, call the Birch Run Township office at (989) 624-9773 providing as much advance notice as possible. The Township will need the location and permit number. The inspector has forty-eight (48) hours from the date and time of the call to complete requested inspection.

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 ISSUANCE OF THE DATE OF A PREVIOUS INSPECTION. CANCELLED PERMITS CANNOT BE REINSTATED.