

**WEESAW TOWNSHIP INSTRUCTIONS FOR SUBMITTING THE ZONING APPLICATION
& THE STATE BUILDING PERMIT APPLICATION**

- 1) Create a site plan drawing (bird’s eye view) which shows the existing structure(s), the proposed improvement/structure(s) and include the lot lines and/or parcel boundaries. Insert the dimensions on the site plan to show the distance of the proposed improvement from any existing structure(s) on the parcel as well as the distance to all of the lot lines which include the two side yards, the front, and the rear.
- 2) Complete ***all*** the fields requesting information on the Weesaw Zoning Application Request Form.
- 3) Complete ***all*** of the fields requesting information on the State of Michigan Building Permit Application Form. **(IF REQUIRED, SEE ATTACHED.)**
- 4) For your convenience, both the Weesaw Township “Zoning Application” and the State of Michigan “Building Permit Application” are attached. Submit both the Weesaw Township Zoning Application and the ***original*** State of Michigan Building Permit Application to the Township for review and include a check in the amount of **\$50.00** payable to Weesaw Township (which is the fee for the Weesaw Township “Zoning Application” only). Reference the address or the project on the memo portion of the check. This **\$50.00** does not include the fee for the State of Michigan Building Permit Application. Rather, the Building Inspector will determine the amount and will advise you at the time of their approval.
 - All fields must be filled out ***completely***.
 - Any omission may lead to delays in the processing of your request (**date and estimated cost of project required**)
 - Do not submit copies of the State of Michigan Building permit Application (***originals ONLY required***).

Do not attempt to submit the State of Michigan Building Permit Application without first having obtained Zoning approval or the application will be declined.

If you have any questions or need further assistance, please contact the Zoning Administrator Robert Krauss at 269-999-6366.

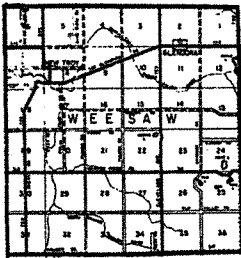
BUILDING PERMIT APPLICANT, PLEASE NOTICE:

For Township Records commencing immediately, it is crucial that Weesaw Township receive a copy of each completed Building Permit prior to your sending it off to the State Building Inspector Dave Rigozzi for his action. Therefore, please forward a copy of the completed Building Permit request to the Township via one of the following means:

BY MAIL OR IN PERSON:	Weesaw Township	P.O. Box 38 13518 State St. New Troy, MI 49119	269-426-3002, ext. 1#
OR BY FAX:	269-426-7114		
OR BY E-MAIL:	weesawtownship@comcast.net		

Thank you for your help in this regard.

Weesaw Township Zoning Administrator



WEESAW TOWNSHIP

County of Berrien

13518 State Street, P.O. Box 38

New Troy, Michigan 49119

Telephone (269) 426-3002 • Facsimile (269) 426-7114

Building/Zoning Administrator: Robert Krauss (Phone: 269-999-6366)



ZONING APPLICATION

AUTHORITY: PA 230 of 1972, AS AMENDED	THE TOWNSHIP OF WEESAW WILL NOT DISCRIMINATE AGAINST ANY INDIVIDUAL OR GROUP
COMPLETION: MANDATORY TO OBTAIN PERMIT	BECAUSE OF RACE, SEX, RELIGION, AGE, NATIONAL ORIGIN, COLOR, MARITAL STATUS,
PENALTY: PERMIT WILL NOT BE ISSUED	HANDICAP, OR POLITICAL BELIEFS.
DATE OF APPLICATION:	(\$50 Zoning fee required)

APPLICANT TO COMPLETE ALL ITEMS IN SECTION I, II, AND III
NOTE: SEPARATE APPLICATIONS MUST BE MADE TO THE APPROPRIATE DIVISION
FOR PLUMBING, MECHANICAL, AND ELECTRICAL WORK PERMITS

(Please use reverse side of sheet for additional information & signature)

I. PROJECT INFORMATION

PROJECT NAME		ADDRESS		
CITY	VILLAGE	TOWNSHIP WEESAW	COUNTY BERRIEN	ZIP CODE
BETWEEN (Road names)		AND		
PROPERTY TAX I.D. NUMBER: 11-22- _____				

II. IDENTIFICATION

A. OWNER OR LESSEE				
NAME (list all deeded property owners)		ADDRESS		
CITY	STATE	ZIP CODE	TELEPHONE NO.	
B. ARCHITECT OR ENGINEER				
NAME		ADDRESS		
CITY	STATE	ZIP CODE	TELEPHONE NO.	
LICENSE NO.			EXPIRATION DATE	
C. CONTRACTOR				
NAME		ADDRESS		
CITY	STATE	ZIP CODE	TELEPHONE NO.	
BUILDER'S LICENSE NO.			EXPIRATION DATE	
FEDERAL EMPLOYER ID NUMBER OR REASON FOR EXEMPTION				
WORKERS' COMP. INSURANCE CARRIER/ADDRESS OR REASON FOR EXEMPTION				
MESC EMPLOYER NUMBER OR REASON FOR EXEMPTION				

III. TYPE OF IMPROVEMENT AND PLAN REVIEW

A. TYPE OF IMPROVEMENT:				ESTIMATED COST: \$	
1. <input type="checkbox"/> New Building	3. <input type="checkbox"/> Alteration	5. <input type="checkbox"/> Demolition	7. <input type="checkbox"/> Foundation Only	9. <input type="checkbox"/> Relocation	
2. <input type="checkbox"/> Addition	4. <input type="checkbox"/> Repair	6. <input type="checkbox"/> Mobile Home Set-Up	8. <input type="checkbox"/> Pre-manufacture	10. <input type="checkbox"/> Special Inspection	
11. <input type="checkbox"/> Other (Specify type, e.g., farm agricultural building/barn, etc.):					
B. REVIEW(S) TO BE PERFORMED					
<input type="checkbox"/> Building	<input type="checkbox"/> Electrical	<input type="checkbox"/> Mechanical	<input type="checkbox"/> Plumbing	<input type="checkbox"/> Foundation	

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF CONSTRUCTION CODES
P.O. BOX 30255
LANSING MI 48909
(517) 241-9313

Requirements for Obtaining Building Permits
From the
Bureau of Construction Codes

Residential Structures

(One-and Two-Family Residential with *less* than 3,500 square feet of calculated floor area)

- Building Permit Application (BCC-324).
- Minimum of two (2) sets of plans that include the following:
 - Foundation and floor plans
 - Roof and wall section
 - Building elevations
 - Site plan
 - Provide method of compliance with the "Michigan Uniform Energy Code"

Commercial Structures

(Including One and Two-Family Structures with *more* than 3,500 square feet of calculated floor area)

- Building Permit Application (BCC-324)
- Copy of plan review approval letter. Building plan review must be approved prior to a building permit being issued.

Mobile and Premanufactured Homes

- Building Permit Application (BCC-324)
- Minimum of two (2) sets of plans for the foundation and the method of anchoring the unit to the foundation for Mobile Homes
- Site plan
- For Michigan approved premanufactured units; one (1) copy of the Building System Approval and the approved plans.

Demolition of Structures

- Building Permit Application (BCC-324)
- DEQ/LARA Notification of Intent Renovate/Demolish form (EQP 5661) (MIOSHA-CSH 142)
- Proof of Utility Disconnects (electrical, water, gas)

Instructions for Completing Application

Page 1 of the application: Complete all applicable sections. Note section II(C, D). If the homeowner is doing the construction, enter "Homeowner" in the contractor information space. The application must be signed by the owner and the applicant. (If the applicant is the owner, only sign the application on the "Signature of Owner" line.

Page 2 of the application: Enter the information as required. (Type of improvement, use of structure, type of construction and Dimensions/Data)

Page 3 Environmental Control Approvals - This section must be completed by the local governmental agency (city/township etc.) for environmental control approvals (be sure that all local requirements A through I are approved). In certain jurisdictions, a land use permit may be substituted for zoning approval. Indicate whether a well or septic approval is required. Well and septic permits are typically issued by the county health department.

Schools: It is the responsibility of public schools to submit for environmental control approvals as required by law.

Building Permit Fees

Building permit fees may be obtained from the Bureau of Construction Codes, by calling the Building Division, (517) 241-9317.

You will need to furnish the following information when calling

- Total square footage of the structure.
- Use group (i.e., "R-3" use group for single family homes, "U" use group for detached garages, pole barns, etc.).
- Type of construction ("5B" for wood frame construction is typical for a residence, or "2B" construction on-combustible construction is typical for a school).

If you submit your building permit application and plans without money, your application will be put on hold and you will receive an invoice for the building permit fee.

When to Call for an Inspections

Please call the building inspector's telephone number listed on your building permit at least two (2) days prior to the time you need an inspection. A minimum of five (5) inspections are required on most structures. It is the permit holder's responsibility to call for inspections, prior to the construction being covered.

Foundation Inspection

Prior to placing concrete in piers, trenches and formwork.

Backfill Inspection

Prior to backfill and after the footings, walls, waterproofing, and drain tile are installed.

Rough Inspection

The rough inspection is to be made after the roof, all framing, firestopping, bracing, and the electrical rough, mechanical rough, and the plumbing rough installations have been approved and before the insulation is installed.

Insulation Inspection

The insulation inspection is conducted after all insulation has been installed and before any finish work is installed.

Final Inspection

The final inspection is to be made upon completion of the building or structure, and before occupancy occurs.

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 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. A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED. THE CHARGE TO RE-OPEN A CLOSED PERMIT IS \$100.00.

Certificate of Occupancy

A new building or a building that is altered shall not be used or occupied until a Certificate of Occupancy is issued by the code official. The permit holder or their authorized agent must request a Certificate of Occupancy (in writing) upon the completion of the project. This request must include the building, electrical, mechanical, plumbing, boiler and elevator permit numbers (when applicable), the plan review submission number and the Bureau of Fire Services project number (for schools only). A Certificate of Occupancy cannot be issued until all fees are paid, permits are finalized and the work covered by a building permit has been completed in accordance with the permit, the code and other applicable laws and ordinances. If an electrical, mechanical, plumbing, boiler or elevator permit, plan review submission or Fire Services project is not required, write "not applicable" on the request form in the appropriate space.

Building Permit Application
 Michigan Department of Licensing and Regulatory Affairs
 Bureau of Construction Codes / Building and Permits Division
 P.O. Box 30255, Lansing, MI 48909
 Phone: 517-241-9313
 www.michigan.gov/bcc

Authority: 1972 PA 230	LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.
Penalty: Failure to provide the information may result in denial of your request.	

Project or Facility Information			
PROJECT NAME		ADDRESS	
NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH JOB IS LOCATED			ZIP CODE
<input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township OF:		CITY	ZIP CODE
COUNTY	BETWEEN	AND	

Applicant				
NAME			E-MAIL	
ADDRESS	CITY	STATE	ZIP CODE	TELEPHONE NUMBER (Include Area Code)

Owner or Lessee			
NAME		ADDRESS	
CITY	STATE	ZIP CODE	TELEPHONE NUMBER (Include Area Code)

Signature
 I HEREBY CERTIFY ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE. I FURTHER CERTIFY COMPLIANCE WITH MCL 125.1510(2).

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		DATE	ESTIMATED PROJECT COST \$ _____
CERTIFICATE OF OCCUPANCY (\$50.00 FEE) <input type="checkbox"/> YES <input type="checkbox"/> NO	BUILDING PERMIT FEE ENCLOSED (The first \$100.00 of an application is non-refundable) \$ _____		OR STATE ACCOUNT NUMBER _____

Validation - For Department Use Only	VALIDATION AREA
USE GROUP _____	
TYPE OF CONSTRUCTION _____	
SQUARE FEET _____	
APPLICATION FEE (non-refundable) \$ _____	
CERTIFICATE OF OCCUPANCY <input type="checkbox"/> YES <input type="checkbox"/> NO \$ _____	
NUMBER OF INSPECTIONS _____ \$ _____	
TOTAL PERMIT FEE \$ _____	
APPROVAL SIGNATURE _____	

Contractor			
NAME		ADDRESS	
CITY	STATE	ZIP CODE	TELEPHONE NUMBER (Include Area Code)
BUILDERS LICENSE NUMBER			EXPIRATION DATE
FEDERAL EMPLOYER ID NUMBER (or reason for exemption)		WORKERS COMP INSURANCE CARRIER (or reason for exemption)	
UNEMPLOYMENT INSURANCE AGENCY EMPLOYER ACCOUNT NUMBER (or reason for exemption)			

Type of Improvement				
<input type="checkbox"/> NEW BUILDING	<input type="checkbox"/> ALTERATION	<input type="checkbox"/> DEMOLITION	<input type="checkbox"/> FOUNDATION ONLY	<input type="checkbox"/> RELOCATION
<input type="checkbox"/> ADDITION	<input type="checkbox"/> REPAIR	<input type="checkbox"/> MOBILE HOME SET-UP	<input type="checkbox"/> PREMANUFACTURE	<input type="checkbox"/> SPECIAL INSPECTION

Plan Review Required

2 sets of construction documents are required with each application for a permit.

Construction documents must be sealed and signed by an architect or professional engineer in accordance with 1980, PA 299 as amended. The seal and signature is not required for one and two family dwellings less than 3,500 square feet of calculated floor area and public works less than \$15,000 in total construction cost.

For buildings regulated by the Michigan Building Code, 2 sets of construction documents must be submitted with a separate Application for Plan Examination, the appropriate fee, and approved before a building permit can be issued.

BCC Plan Review Number _____ School Site Plan Review Number (if different) _____

Residential - Buildings Regulated by the Michigan Residential Code

<input type="checkbox"/> ONE FAMILY	<input type="checkbox"/> TOWNHOUSE	<input type="checkbox"/> DETACHED GARAGE
<input type="checkbox"/> TWO OR MORE FAMILY	NO. OF UNITS _____	<input type="checkbox"/> ATTACHED GARAGE
NO. OF UNITS _____	<input type="checkbox"/> OTHER _____	

Buildings Regulated by the Michigan Building Code

<input type="checkbox"/> (A-1) ASSEMBLY (THEATRES, ETC.)	<input type="checkbox"/> (H-1) HIGH HAZARD (DETONATION)	<input checked="" type="checkbox"/> (M) MERCANTILE
<input type="checkbox"/> (A-2) ASSEMBLY (RESTAURANTS, BARS, ETC.)	<input type="checkbox"/> (H-2) HIGH HAZARD (DEFLAGRATION)	<input type="checkbox"/> (R-1) RESIDENTIAL 1 (HOTELS, MOTELS)
<input type="checkbox"/> (A-3) ASSEMBLY (CHURCHES, LIBRARIES, ETC.)	<input type="checkbox"/> (H-3) HIGH HAZARD (COMBUSTION)	<input type="checkbox"/> (R-2) RESIDENTIAL 2 (MULTIPLE FAMILY)
<input type="checkbox"/> (A-4) ASSEMBLY (INDOOR SPORTS, ETC.)	<input type="checkbox"/> (H-4) HIGH HAZARD (HEALTH HAZARD)	<input type="checkbox"/> (R-3) RESIDENTIAL 3 (1 & 2 FAMILY)
<input type="checkbox"/> (A-5) ASSEMBLY (OUTDOOR SPORTS, ETC.)	<input type="checkbox"/> (H-5) HIGH HAZARD (HPM)	<input type="checkbox"/> (R-4) RESIDENTIAL 4 (ASSISTED LIVING)
<input type="checkbox"/> (B) BUSINESS	<input type="checkbox"/> (I-1) INSTITUTIONAL 1 (SUPERVISED)	<input type="checkbox"/> (S-1) STORAGE 1 (MODERATE HAZARD)
<input type="checkbox"/> (E) EDUCATION	<input type="checkbox"/> (I-2) INSTITUTIONAL 2 (HOSPITALS ETC.)	<input type="checkbox"/> (S-2) STORAGE 2 (LOW HAZARD)
<input type="checkbox"/> (F-1) FACTORY (MODERATE HAZARD)	<input type="checkbox"/> (I-3) INSTITUTIONAL 3 (PRISONS ETC.)	<input type="checkbox"/> (U) UTILITY (MISCELLANEOUS)
<input type="checkbox"/> (F-2) FACTORY (LOW HAZARD)	<input type="checkbox"/> (I-4) INSTITUTIONAL 4 (DAY CARE ETC.)	

WILL THERE BE FIRE SUPPRESSION? YES NO SCOPE OF WORK?

Type of Construction

<input type="checkbox"/> 1A - Non Combustible (Protected Structural Elements) 3HR	<input type="checkbox"/> 1B - Non Combustible (Rated Structural Elements) 2HR	<input type="checkbox"/> 2A - Non Combustible (Rated Structural Elements) 1HR
<input type="checkbox"/> 2B - Non Combustible (Non Rated Structural Elements)	<input type="checkbox"/> 3A - Non Combustibles (Exterior Walls Only)	<input type="checkbox"/> 3B - Non Combustible (Bearing Walls Rated)
<input type="checkbox"/> 4 - Heavy Timber	<input type="checkbox"/> 5A - Combustible (Structural Elements Rated) 1HR	<input type="checkbox"/> 5B - Combustible (All Elements Not Rated)

C. Dimensions / Data

FLOOR AREA:	EXISTING	ALTERATIONS	NEW
BASEMENT	_____	_____	_____
1ST & 2ND FLOOR	_____	_____	_____
3RD FLOOR & ABOVE	_____	_____	_____
TOTAL AREA	_____	_____	_____

BUREAU OF CONSTRUCTION CODES
PERMIT AND INSPECTION FEE SCHEDULE

ESTABLISHED UNDER THE STILLE-DEROSSETT-HALE STATE CONSTRUCTION
CODE ACT, 1972 PA 230, MCL 125.1501 ET SEQ.

BUILDING PERMIT FEE SCHEDULE

The total cost of improvement is based on the Bureau of Construction Codes Square Foot Construction Cost Table. Plan review fees for use groups R-3 and R-4 only are included in this computation. Premanufactured unit fees are based upon 50% of the normal on-site construction permit fee. The first \$100.00 of an application fee is non-refundable.

to \$1,000 (includes one inspection only)	\$75.00
\$1,000 to \$10,000	75.00 plus \$10 per \$1,000 over \$1,000
\$10,001 to \$100,000	\$165.00 plus \$3 per \$1,000 over \$10,000
\$100,000 to \$500,000	\$435.00 plus \$2 per \$1,000 over \$100,000
\$500,000 plus	\$1,235.00 plus \$3 per \$1,000 over \$500,000

All work not involving a square foot computation:

Plan review and administration base fee

plus \$100.00 for each inspection	\$100.00
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Additional inspection

	\$100.00
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Special inspection (pertaining to sale of building)

	\$100.00
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Demolition:

Plan review and administration base fee

plus \$0.07 per square foot on demolition	\$100.00
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Certificate of Occupancy

(Required for all building permits except demolition permits)	\$50.00
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Approved by Construction Code Commission – February 13, 2013
Established by Director, Department of Licensing and Regulatory Affairs – February 26, 2013
Effective Date - April 1, 2013

BUREAU OF CONSTRUCTION CODES
SQUARE FOOT CONSTRUCTION COST TABLE

To be used with the Bureau of Construction Codes Building Permit and Plan Review Fee Schedules for computation of the "Total Cost of Improvement". The table below outlines the base cost per square foot for any given Use Group/Type of Construction combination. Unfinished basements must be computed separately at 20% of table cost. These figures are not intended to reflect actual cost of construction, but are only used as a basis for determination of fees related to services rendered for projects.

USE GROUP	(2009 Michigan Building Code)	TYPE OF CONSTRUCTION								
		IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1	Assembly, theaters, with or without stage	176.44	169.93	165.20	157.56	146.98	142.20	151.76	132.98	127.07
A-2	Assembly, nightclubs, restaurants, bars, banquet halls	151.03	146.72	141.70	136.83	127.57	124.97	131.74	115.44	113.02
A-3	Assembly, religious worship buildings, general, community halls, libraries, museums	178.16	171.65	166.92	159.28	148.82	144.24	153.47	134.83	128.91
A-4	Assembly, arenas	175.54	169.03	163.40	156.66	145.18	141.50	150.86	131.18	126.17
A-5	Assembly, bleachers, grandstands, stadiums	156.59	150.08	144.45	137.72	125.75	122.53	131.91	112.21	107.20
B	Business	155.28	149.60	144.52	137.45	124.67	120.03	131.78	109.55	104.34
E	Educational	163.53	157.90	153.20	146.21	136.19	128.91	141.11	118.49	114.47
F-1	Factory and industrial, moderate hazard	92.97	88.61	83.30	80.08	71.35	68.29	76.52	58.88	55.23
F-2	Factory and industrial, low hazard	92.07	87.71	83.30	79.18	71.35	67.39	75.62	58.88	54.33
H-1	High Hazard, explosives	87.11	82.75	78.34	74.22	66.57	62.61	70.66	54.10	N.P.
H234	High Hazard	87.11	82.75	78.34	74.22	66.57	62.61	70.66	54.10	49.55
H-5	HPM	155.28	149.60	144.52	137.45	124.67	120.03	131.78	109.55	104.34
I-1	Institutional, supervised environment	154.20	148.79	144.63	138.36	127.07	123.71	134.85	114.01	109.95
I-2	Institutional, hospitals, nursing homes	263.67	257.99	252.91	245.84	232.14	N.P.	240.17	217.03	N.P.
I-3	Institutional, restrained	176.87	171.19	166.11	159.04	147.61	142.08	153.37	132.50	125.48
I-4	Institutional, day care facilities	154.20	148.79	144.63	138.36	127.07	123.71	134.85	114.01	109.95
M	Mercantile	113.22	108.91	103.89	99.02	90.41	87.80	93.93	78.28	75.86
R-1	Residential, hotels and motels	155.54	150.13	145.97	139.70	128.56	125.20	136.34	115.49	111.44
R-2	Residential, multiple family including dormitories, convents, monasteries	130.40	124.99	120.83	114.56	104.04	100.68	111.82	90.97	86.92
R-3	Residential, one- and two-family	122.74	119.39	116.36	113.47	108.94	106.23	109.87	101.79	95.34
R-4	Residential, care/assisted living facilities	154.20	148.79	144.63	138.36	127.07	123.71	134.85	114.01	109.95
S-1	Storage, moderate hazard	86.21	81.85	76.54	73.32	64.77	61.71	69.76	52.30	48.65
S-2	Storage, low hazard	85.31	80.95	76.54	72.42	64.77	60.81	68.86	52.30	47.75
U	Utility, miscellaneous	64.61	61.02	57.11	53.93	48.40	45.26	51.34	37.85	35.85

Approved by Construction Code Commission – February 13, 2013
Established by Director, Department of Licensing & Regulatory Affairs – February 26, 2013
Effective Date – April 1, 2013

Electrical Permit Application
 Weesaw Township
 13518 State St / P.O. Box 38
 New Troy, MI 49119
 (269) 426-3002 Office / (269) 426-7114 Fax
 www.weesawtownship.com

Electrical Inspector - Ken Simpson - (269) 471-5869 phone / (269) 978-0604 fax

E 2013 E

Authority: 1972 PA 230 Completion: Mandatory to obtain permit Penalty: Permit can not be issued	Weesaw Township is an equal opportunity employer / program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.
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I. Project or Facility Information

NAME OF OWNER/AGENT/SCHOOL/STATE DEPT.		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT?	
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required	
STREET ADDRESS AND JOB LOCATION (Street Number and Name)	NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH JOB IS LOCATED	COUNTY	
	<input type="checkbox"/> City <input type="checkbox"/> Village <input checked="" type="checkbox"/> Township OF: Weesaw	Berrien	

II. Applicant/Facility Contact Information

INDICATE WHO THE APPLICANT IS	NAME OF HOMEOWNER/CONTRACTOR	STATE LICENSE NUMBER	EXPIRATION DATE
<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner			
ADDRESS (Street Number and Name)		STATE REGISTRATION NUMBER	EXPIRATION DATE
CITY	STATE	ZIP CODE	EMAIL ADDRESS (print clearly)
PHONE NUMBER (Include Area Code)	FAX NUMBER	FEDERAL EMPLOYER ID NUMBER (or reason for exemption)	
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)		UIA 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"/> Premanufactured 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 Information

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

Plans are not required for the following:

1. When the electrical system rating does not exceed 400 amps 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.

If work being performed is described above, check box below "Plans Not Required."

What is the rating of the service or feeder in ampere? _____

What is the building size in square footage? _____

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 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

Plan Review Project No. _____ Plans Not Required

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 CONTRACTOR OR HOMEOWNER (Homeowner signature indicates compliance with Section VI. Homeowner Affidavit)	DATE

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 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.

Complete Application on Back Side

VII. Fee Schedule - enter the number of items being installed, multiply by the unit price for total fee.

Item #17, Mobile Home Unit Site:

When installing a site service in a park, the permit application must include the application fee, service, the number of park sites and a final inspection. When setting a HUD mobile home in a park, a permit must include the application fee, service, feeder and a final inspection. These shall be done by a licensed electrical contractor. When setting a HUD mobile home or a premanufactured home on private property, a permit must include the application fee, service, feeder and a final inspection.

	Fee	# Items	Total		Fee	# Items	Total
1. Application Fee (non-refundable)	\$75.00	1	\$75.00	K.V.A., H. P., Wind Turbines, ***EVSE and ****PV Modules			
Service				19. Units up to 20 K.V.A. or H.P./Per PV Module	\$6.00		
2. Through 200 Amp.	\$10.00			20. Units 21 to 50 K.V.A. or H.P./Per PV Module	\$10.00		
3. Over 200 Amp. thru 600 Amp.	\$15.00			21. Units > 50 K.V.A. or H.P. /Per PV Module	\$12.00		
4. Over 600 Amp. thru 800 Amp.	\$20.00			Fire Alarm Systems (not smoke detectors)			
5. Over 800 Amp. thru 1200 Amp.	\$25.00			22. Up to 10 devices	\$50.00		
6. Over 1200 Amp. (GFI only)	\$50.00			23. 11 to 20 devices	\$100.00		
7. Circuits	\$5.00			24. Over 20 devices	\$5.00 ea.		
8. Lighting Fixtures/Outlets - per 25	\$6.00			Data / Telecommunication Outlets			
9. Dishwasher	\$5.00			31. 1 - 19 devices	\$5.00 ea.		
10. Furnace - Unit Heater	\$5.00			32. 20 - 300 devices	\$100.00		
11. Electrical - Heating Units (baseboard)	\$4.00			33. Over 300 devices	\$300.00		
12. Power Outlets (ranges, dryers, etc.)	\$7.00			Energy Management Temp. Control			
Signs				25. Energy Retrofit - Temp. Control	\$45.00		
13. Unit	\$10.00			34. Devices - Energy Management	\$5.00		
14. Letter (each)	\$15.00			26. Conduit only or grounding only	\$45.00		
15. Neon - each 25 feet	\$20.00			Inspections			
16. Feeders-Bus Ducts, etc. - per 50'	\$6.00			27. Special Insp. (pertaining to sale of building) (does not include an electrical service inspection)	\$75.00		
17. Mobile Home Park Site*	\$6.00			28. Additional Inspection	\$75.00		
18. Recreational Vehicle Park Site	\$4.00			29. Final Inspection	\$75.00	1	\$75.00
				30. Certification Fee**	\$30.00		

* See VII. Fee Schedule Item #17 above
 ** Required for all school and state-owned construction projects
 *** EVSE - Electrical Vehicle Supply Equipment
 **** PV Modules - Photovoltaic
 NOTE: Under special circumstances an hourly fee for inspection services will be assessed at a rate of \$75.00 per hour.

Total Fee (Must include the \$75 non-refundable application and \$75 final inspection fees.)

VIII. Instructions for Completing Application

Make checks payable to "Weesaw Township"

General: Electrical work shall not be started until the application for permit has been filed with the Weesaw Township. All installations shall be in conformance with the Michigan Electrical Code. **No work shall be concealed until it has been inspected.** The telephone number for the inspector will be provided on the permit form. 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 CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REINSTATED OR REFUNDED.**

Where to Submit Application: Permit applications should be sent to the address on the front of this application. If you are not sure whether a state permit or a local permit is appropriate, or if you have a code question, contact our Electrical Inspector at (269) 471-5869.

VALIDATION AREA

IX. Utility Service Order Number(s) (Applies for all AEP, Consumers or Midwest customer service inspections.)

Temporary
Permanent