



**ELECTRICAL PERMIT APPLICATION**  
City of Zeeland

**Community Development Department**  
21 S ELM ST - ZEELAND, MI 49464  
Phone 616-772-0872 - Fax 616-772-0880  
buildinginspector@cityofzeeland.com  
www.cityofzeeland.com

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

**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	
Address/Job Location (street number & street name)	City <b>ZEELAND</b>	County <b>OTTAWA</b>

**II. CONTRACTOR/HOMEOWNER INFORMATION**

<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	Name	License Number	Expiration Date
Address (street number & street name)		City	State <b>MI</b>
Zip		Workers Comp Insurance Carrier (or reason for exemption)	Federal Employer I.D. Number (or reason for exemption)
MESC Employer Number (or reason for exemption)		Phone	Fax
Email			

**III. TYPE OF JOB**

Does this work involve usage/occupancy of or alterations to the City Right-of-Way?     Yes     No

<input type="checkbox"/> New	<input type="checkbox"/> Alteration	<input type="checkbox"/> Service	<input type="checkbox"/> Special inspection	<input type="checkbox"/> Pre-manufactured home setup (state approved)
<input type="checkbox"/> Other	<input type="checkbox"/> Sign	<input type="checkbox"/> School	<input type="checkbox"/> State-owned	<input type="checkbox"/> Pre-manufactured home setup (HUD mobile home)

**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 or 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

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.
- For work completed by a governmental subdivision or state agency costing less than \$15,000.
- For residential structures having less than 3,500 square feet of habitable space.

**PLANS MUST BE SUBMITTED BEFORE A PERMIT CAN BE ISSUED**

**V. 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.

**VI. APPLICANT SIGNATURE**

Section 23a of the state construction code act of 1972, 1972 P.A. 230, MCL125.1523A 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 subject to civil fines.

Signature of Licensee or Homeowner	Date	Printed Name
(Homeowner signature indicates compliance with section V, Homeowner Affidavit.)		

**COMPLETE PAGE 2 OF APPLICATION**

**VII. FEE CHART – Enter the number of items being installed and multiply by the unit price for total fee.**

	FEE	# ITEMS	TOTAL		FEE	# ITEMS	TOTAL
1. Application Fee - <b>required</b> (non-refundable, inspection not included)	\$ 25.00	1	\$ 25	18. Feeders, bus ducts, etc. – per 50 ft.	\$ 6.00		\$
2. Annual Electrical Permit (manufacturing facilities only)	\$ 100.00		\$	19. Units ≤ 20 K.V.A. & H.P.	\$ 6.00		\$
3. Underground Service for Street Reconstruction (includes inspection)	\$ 20.00		\$	20. Units 21 – 50 K.V.A. & H.P.	\$ 10.00		\$
4. Service ≤ 200 Amp	\$ 10.00		\$	21. Units ≥ 51 K.V.A. & H.P.	\$ 12.00		\$
5. 200 Amp – 600 Amp Service	\$ 15.00		\$	22. Residential Smoke Detector	\$ 1.00		\$
6. 600 Amp – 800 Amp Service	\$ 20.00		\$	23. Fire Alarms – up to 10 devices	\$ 50.00		\$
7. 800 Amp – 1200 Amp Service	\$ 25.00		\$	24. Fire Alarms – 11 to 20 devices	\$ 100.00		\$
8. Over 1200 Amp Service	\$ 50.00		\$	25. Fire Alarms – over 20 devices	\$ 5.00 each		\$
9. Circuit or Additional Outlet(s) on Existing Circuit	\$ 5.00		\$	26. Energy Retrofit – temp. control	\$ 45.00		\$
10. Lighting fixtures – per 25	\$ 6.00		\$	27. Conduit only or grounding only	\$ 45.00		\$
11. Dishwasher	\$ 5.00		\$	28. Special / safety inspection (includes certification fee)	\$ 45.00		\$
12. Furnace – unit heater	\$ 5.00		\$	29. Inspection - <b>required</b>	\$ 50.00		\$
13. Electrical heating units (baseboard)	\$ 4.00		\$	30. Administrative Fee (required for work started before permit was issued)	\$ 100.00		\$
14. Power outlets (range, dryer, etc.)	\$ 7.00		\$				
15. Sign (unit)	\$ 10.00		\$				
16. Sign (letter)	\$ 15.00		\$				
17. Sign (neon) – per 25 feet	\$ 20.00		\$				
				TOTAL FEE		\$	

**Description of work (REQUIRED):** Please briefly describe the work being done and the proposed use of the building.

**Make checks payable to  
“City of Zeeland”**

**VIII. FEE CLARIFICATION**

**ITEM #18 (MOBILE HOME UNIT SITE):**

When installing a site service in a park, the permit application must include the application fee service plus the number of park sites. When setting a HUD mobile home in a park, a permit must include the application fee and a feeder. Work shall be done by a licensed electrical contractor. When setting a HUD mobile home or a pre-manufactured home on private property, a permit must include the application fee, service and feeder.

**IX. PERMIT STIPULATIONS**

**GENERAL:** Electrical work shall not be started until the application for permit has been approved by the City of Zeeland. All installations shall be in conformance with the State Electrical Code. No work shall be concealed until it has been inspected. The phone number for inspection requests will be provided on the permit form. When ready for an inspection, call the Building Department 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.**

**SUBMIT APPLICATION TO:** City of Zeeland Michigan  
City Hall – Building Department  
21 South Elm Street  
Zeeland, MI 49464  
Ph 616-772-0872 – Fax 616-772-0880 – [buildinginspector@cityofzeeland.com](mailto:buildinginspector@cityofzeeland.com)

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