

**BUILDING PERMIT ELECTRICAL APPLICATION**

**PROJECT INFORMATION**

Project Address: \_\_\_\_\_

Check which applies:     Single-Family Residential         Commercial

Zoning District: \_\_\_\_\_ Historic Overlay District:    Yes    No

Description of Work: \_\_\_\_\_

**OWNER & APPLICANT INFORMATION**

Electrical Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Master Electrician Name: \_\_\_\_\_ Phone: \_\_\_\_\_

State Licenses: EC#: \_\_\_\_\_ Exp: \_\_\_\_\_ ME#: \_\_\_\_\_ Exp: \_\_\_\_\_

Email: \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

<b>SUBMITTAL ITEMS AND IMPORTANT INFORMATION</b>	<b>PLEASE CHECK</b>
Completed Application.	
Code Compliance Requirements: National Electrical Code 2012, Applicable State Laws; City Ordinances; referenced codes; standards and other sources.	
All approvals on this application will expire after 180 days of filing unless a permit is issued or a written request for extension is received.	
All projects located within the Historic Overlay District may require additional approval of a Certificate of Appropriateness from the Richmond Historic Commission.	

**FEES**

**CLEARLY INDICATE THE SCOPE OF WORK IN THE "BUILDING PERMIT ELECTRICAL APPLICATION FEE SCHEDULE" ON PAGE 2 of 2.**

**All fees due to the City of Richmond shall be paid in full before issuance of the permit.** All returned checks will be assessed a returned check fee as applicable and a stop work order will be issued and remain in effect until such time a valid complete payment is received. "Credit card payments are assessed a 3% convenience fee. No refunds or credits, all transactions are final."

**DISCLAIMER & SIGNATURE**

*I certify that I have read and examined all pages of this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The approval of this application does not presume to give authority to violate or cancel the provisions of any other state or local law regulating such work or the operation thereof. Falsification or errors in this application may result in immediate revocation of the approval/issuance and be subject to prosecution as allowed by law.*

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

<b>BUILDING PERMIT ELECTRICAL APPLICATION FEE SCHEDULE</b>				
Description of Item	Unit	Fee	Quantity	Total
General Fee	Flat	\$10.00	1	\$10.00
Service Fee – Commercial	Flat	\$25.00		
Meter Loop with Disconnect	Each	\$25.00		
Temporary Cut In	Each	\$10.00		
Underground Wiring	Per 100 Linear Ft	\$10.00		
Temporary Pole Service with 1 Panel	Each	\$15.00		
Sub-Panels with 8 or more Circuits	Each	\$10.00		
Generators: Includes 1 Panel & 1 Transfer Switch	Each	\$50.00		
Swimming Pool: Includes 1 Panel Circuit, Pump, Heater, Lights & Grounding	Each	\$50.00		
Connections: Mobile Home, Manufacturing Housing, Modular Buildings	Each	\$50.00		
Lights, Switches, Receptacles	Each	\$0.50		
Appliance Outlets: Clothes Washer/Dryer, Dish Washer, Water Fountain, Oven, Range, Cooktop, Water Heater, Room Heater, Vent Fan, Central A/C, Etc.	Each	\$5.00		
Other 220 V Receptacles or Outlets	Each	\$5.00		
H/Vac Includes: Air Handler, Condenser, Compressor	Each	\$10.00		
Central Heating Circuit Includes: Electric Furnace, Heat Strip, Heat Pump	Each	\$10.00		
Stationary Appliances: 0.5hp Max	Each	\$5.00		
Sign Circuit	Each	\$20.00		
Light Pole: Parking Lot, Ballpark, Other	Each	\$25.00		
Other: Not Otherwise Specified	Each	\$15.00		
Start work without a permit	Double Fee	TBD		
<b>TRANSFORMERS</b>				
1 KVA or Less	Each	\$1.00		
1 KVA to 10 KVA	Each	\$5.00		
Over 10 KVA	Each	\$5.00		
	Plus Per KVA	\$0.25		
<b>MOTORS – PERMANENTLY INSTALLED</b>				
1 HP & Less	Each	\$1.00		
Over 1 HP to 10 HP	Each	\$6.00		
Over 10 HP	Each	\$6.00		
Fees subject to change without notice. Official fee calculations at the time of issuance.			<b>Grand Total:</b>	

<b>CITY OF RICHMOND USE ONLY</b>	<b>Comments</b>
Building Official: _____ Date: _____	
Historic Preservation Officer: _____ Date: _____	