

Electrical Permit Application

Application and plans must be complete in order to be accepted for plan review.
 All permit Applications must be made "in-person" at the Village of Pontoon Beach, Clerks Office
Electrical License required to do any type of electrical work in the Village

Project Name/Tenant: _____ _____ Site Address: _____ _____ General Location: _____	Value of Construction: _____ Tax Parcel Number: _____ Bldg, Unit, Suite Designation: _____
Contact Person: _____ Street Address: _____ City / State / Zip _____ Firm or Company Name: _____	Phone #: _____ Fax #: _____ E-Mail Address: _____
Contractor: _____ Street Address: _____ City / State / Zip _____ Village Electrical License#: _____	Phone #: _____ Fax #: _____ E-Mail Address: _____
Property Owner: _____ Street Address: _____ City / State / Zip _____	Phone #: _____ Fax #: or E-Mail Address: _____

Description of work to be done (please be specific): _____

Type of work (please check one):
 Single-Family Commercial/Industrial Manufactured Home
 Multi-Family Tenant Improvements (Sq. Ft.) _____

Commercial / Multi-Family (please check one):
 Service Size: _____ amps. Service Voltage: _____ volts. Single Phase Three Phase
 Is this Application for a Blanket Electrical Maintenance Permit yes no
 Does your project include any work listed on the next page that requires Electrical Plan Review yes no

Residential (please check one):
 New Construction: 200 amp service Over 200 amp service Security System: yes no
 Service change: 200 amp service Over 200 amp service New altered circuits only (qty) _____

Miscellaneous (please check one):
 Temporary Electrical: Yes Residential Commercial
 Low Voltage (Commercial): Yes Fire Alarm Installation: Yes
 Sign Installation: Yes (qty) _____ Carnival: Yes
 Manufactured Home Service: Yes Amperage: _____
 Swimming Pool/Hot Tub: Yes Residential Commercial
 Other: _____

ELECTRICAL PLAN REVIEW IS REQUIRED FOR THE FOLLOWING PROJECTS:

1. New commercial buildings.
2. New multi-family projects (over two units).
3. Installations or alterations of any commercial or multi-family electrical service, sub panel, transformer, UPS system or generator. (Alterations include any increase in calculated load of 100 amps or greater.)
4. Installations or alterations in hazardous (classified) locations as defined by N.E.C.
5. All work on electrical systems operating over 600 volts.

Note: Plans need not be submitted for work inside a single multi-family unit unless it affects fire rated walls.
Plans are not required for temporary electrical service 200 amps or less.

DESIGN BY A REGISTERED ELECTRICAL ENGINEER IS REQUIRED FOR THE FOLLOWING:

1. All services rated 1600 amperes or larger, or any special considerations to the service.
2. Anything that requires engineering supervision by the N.E.C.
3. When the Building Official feels that it is warranted, based on the complexity, hazard, NEC compliance, or other unique aspects of the proposed design.

SUBMIT THREE COPIES OF THE FOLLOWING FOR ELECTRICAL PLAN REVIEW:

- Electrical plans or drawings. (Minimum plan size is 18"x 24" with 1/8" scale, 1/4" scale for details)
- Electrical plans sealed and signed by a registered electrical engineer.
 - i. Note that the Village of Pontoon Beach has local Electrical Code Amendments.
- Electrical plans showing power and lighting for each floor and the location of all electrical panel boards.
- Electrical panel schedules with loads indicated in volt-amperes (VA) or kilovolt-amperes (KVA) and listed interrupting rating (A.I.C.) of all over current protective devices.
- Riser diagram showing the point-to-point available fault current and the raceway size and type, the conductor's size and type, and grounding methods. Include a detail of the grounding electrode system.
- Complete electrical loads calculations, including an electric load summary showing all applicable demand factors.
- Complete fault current calculations, through the panel board level or provide sufficient information to verify fault current calculations.

I hereby certify that I have read and examined this application and know the same to be true and correct, and I am authorized to apply for this permit.

Building Owner or Authorized Agent: Date: _____

Signature: _____ **Print Name:** _____

Office use only

Date application accepted: _____

Date application expires: _____

Permit #: _____

Application approval by: _____