

# PLUMBING PERMIT APPLICATION

## Area Metropolitan Services Agency

Please make your check payable to  
and send it to the appropriate jurisdiction

Please mark box for appropriate jurisdiction

<input type="checkbox"/> Bedford Township 115 S. Uldricks Drive Battle Creek, MI 49017 Ph: 269.965.9096 Fax: 269.965.0908	<input type="checkbox"/> Convis Township 1955 15 Mile Road Marshall, MI 49068 Ph: 269.789-0654 Fax: 269.789.0657	<input type="checkbox"/> Emmett Township 621 Cliff Street Battle Creek, MI 49014 Ph: 269-968.03351 Fax: 269.968.0108	<input type="checkbox"/> Leroy Township 8156 4 Mile Road East Leroy, MI 49051 Ph: 269.979-9421 Fax: 269.979.2775	<input type="checkbox"/> Newton Township 7988 G Drive South Ceresco, MI 49033 Ph: 269-979-3212 Fax: 269.979.4470	<input type="checkbox"/> Pennfield Township 20260 Capital Ave NE Battle Creek, MI 49017 Ph: 269-968-4422 Fax: 269.968.2021	<input type="checkbox"/> City of Battle Creek 10 N. Division St, Ste 111 Battle Creek, MI 49014 Ph: 269-966.3654 Fax: 269.966.3654	<input type="checkbox"/> City of Springfield 601 Avenue A Springfield, MI 49015 Ph: 269-441-9273 Fax: 269.965.0114
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**Administrative Section:**

Cash

Check # \_\_\_\_\_

Receipt # \_\_\_\_\_ Inspector Approval \_\_\_\_\_ Issued Permit # \_\_\_\_\_

**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"/> N/A
STREET ADDRESS & JOB LOCATION (STREET NO. & NAME)	NEAREST CROSS STREET
JOB SITE TELEPHONE	CELL NUMBER
	FAX

**II. CONTRACTOR / HOMEOWNER INFORMATION**

SELECT ONE:     CONTRACTOR     HOME OWNER

NAME	ADDRESS	CITY/STATE	ZIP
PHONE NUMBER	FAX NUMBER	E-MAIL ADDRESS	
CONTRACTORS LICENSE NUMBER	EXPIRATION DATE	DOB	DRIVER'S LICENSE # or STATE ID #
FEDERAL EMPLOYER ID NUMBER OR REASON FOR EXEMPTION			
WORKERS COMP INSURANCE CARRIER OR REASON FOR EXEMPTION			
MESCC EMPLOYER NUMBER OR REASON FOR EXEMPTION			

**III. PLAN REVIEW REQUIRED**

**IV. TYPE OF JOB (check all that apply)**

**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:**

1. ONE-AND TWO-FAMILY DWELLINGS CONTAINING NOT MORE THAN 3,500 SQUARE FEET OF BUILDING AREA.
2. ALTERATIONS AND REPAIR WORK DETERMINED BY THE PLUMBING OFFICIAL TO BE OF A MINOR NATURE.
3. ASSEMBLY, BUSINESS, MERCANTILE, AND STORAGE BUILDINGS WITH A REQUIRED PLUMBING FIXTURE COUNT OF LESS THAN 12.
4. WORK COMPLETED BY A GOVERNMENTAL SUBDIVISION OR STATE AGENCY COSTING LESS THAN \$15,000.

WHAT IS THE BUILDING SIZE IN SQUARE FOOTAGE? \_\_\_\_\_

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

HAVE PLANS BEEN SUBMITTED?     YES     NO     NOT REQUIRED

- SINGLE FAMILY RESIDENTIAL
- MULTI-FAMILY RESIDENTIAL
- COMMERCIAL
- ALTERATION / REMODEL
- NEW CONSTRUCTION
- SPECIAL INSPECTION
- PRE-MANUFACTURED HOME (STATE APPROVED)
- MANUFACTURED HOME (HUD MOBILE HOME)
- SCHOOL
- OTHER

**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 SUBJECT TO CIVIL FINES.**

SIGNATURE	DATE
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**VI. HOMEOWNER AFFIDAVIT**

I HEREBY CERTIFY THE PLUMBING WORK DESCRIBED ON THIS PERMIT APPLICATION SHALL BE INSTALLED **BY MYSELF IN A HOME** THAT I OCCUPY OR PLAN TO OCCUPY. ALL WORK SHALL BE INSTALLED IN ACCORDANCE WITH THE PLUMBING CODE AND **SHALL NOT BE ENCLOSED, COVERED UP,** OR PUT INTO OPERATION UNTIL IT HAS BEEN **INSPECTED AND APPROVED** BY THE PLUMBING INSPECTOR. I WILL COOPERATE WITH THE PLUMBING INSPECTOR AND ASSUME THE RESPONSIBILITY TO ARRANGE FOR NECESSARY INSPECTIONS.

SIGNATURE	DATE
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**COMPLETE APPLICATION ON BACK SIDE**

**VII. FEE CLARIFICATIONS**

NOTE, MOBILE HOME UNIT SITE: When item is used for sewer excavations in a new park, the permit application should include the application fee plus the number of unit sites. WHEN setting a mobile home in a park, or a mobile or modular home on private property, a permit should include the application fee, a sewer or building drain, and a water service or water distribution pipe.

**THE ITEMS REFERRED TO UNDER #9 (MISCELLANEOUS FIXTURES) INCLUDE: CIRCLE ALL THAT APPLY**

Water Closets	Floor Drain	Slop Sink	Drinking Fountain	Water Outlet or Connection to any Make-up Water Tank
Bath tub	Condensate Drain	Roof Drain	Ice Making Machine	Water Outlet or Connection to Heating System
Lavatories	Emergency Shower	Cuspidor	Washing Machine	Grease Trap Water Connection to Carbonated Beverage Dispensers
Shower Stall	Garbage Grinder	Dishwasher	Acid Waste Drain	Water Outlet or Connection to Filters
Urinal	Water Heater	Bed Pan Washer	Emergency Eye Wash	Connection to Sprinkler System (Irrigation)
Laundry Tray	Water Outlet Cooler	Refrigerator	Embalming Table	Water Connected Sterilizer
Starch Trap	Plaster Trap	Water Softener	Water Connected Still	Water Connected Dental Chair
Bidet				Autopsy Sink (any description)

\*\*\*PLUS ANY OTHER FIXTURE, DRAIN, OR WATER CONNECTED APPLIANCE NOT SPECIFICALLY LISTED\*\*\*

**VIII. FEE CHART - Enter the number of item being installed; multiply by the unit price for total fee.**

INSPECTION FEES				FIXTURES AND WATER PIPING			
	FEE	#	TOTAL		Fee	#	TOTAL
1. Administrative Fee: (if building review is not required; non-refundable) Residential \$50 / Commercial \$75	\$50 \$75			15. Municipal Sewer (per 100 feet)	\$11		\$
2. Special / Safety Inspection(s) (each)	\$50		\$	16. Storm Sewer (per 100 feet)	\$11		\$
3. Additional Inspection	\$50		\$	17. Catch Basins and Manholes (each)	\$10		\$
4. Pre-Inspection- each	\$50		\$	18. Building Drain (per 100 feet)	\$11		\$
5. Underground Inspection	\$50		\$	19. Miscellaneous Drains (each)	\$5		\$
6. Final Inspection (required for 2+ inspections)	\$50		\$	20. Stacks –All (each)	\$11		\$
7. Investigation	\$50		\$	21. Air Admittance Valves (each)	\$5		\$
<b>8. Total Inspection fees (sum of lines 1-7)</b>			\$	<b>BACKFLOW PREVENTERS</b>			
<b>ITEM FEES (First inspection is included)</b>				22. Irrigation System/Lawn Sprinklers	\$16		\$
<b>FIXTURES AND WATER PIPING</b>				23. Boiler Connections and Miscellaneous (each)	\$16		\$
9. Miscellaneous Fixtures (each) (see Section VII).	\$5		\$	<b>OTHER PIPING</b>			
10. Water Service (per 100 feet)	\$11		\$	24. Other Piping (per hour) (\$40 min)	\$32		\$
11. Water Distribution (per 100 feet)	\$5		\$	25. Certification Fee	\$11		\$
12. Fire System Water (per 100 feet)	\$11		\$	<b>SUBTOTALS</b>			
13. Sump Pumps and Ejectors (each)	\$5		\$	26. Subtotal Inspection Fee (line 8)			\$
14. Private Sewer (per 100 feet)	\$11		\$	27. Subtotal Item Fees (Lines 9 – 25) (Minimum \$50)			\$

**FEES WORKSHEET**

Paid by Applicant	28. Plan Review Fee (when required in Section IV): 25% of calculated Building Plan Review Fee	\$
Paid by General Contractor	29. Work Before Application Fee (Due if work has started before permit was issued): \$150	\$
Not Applicable	<b>TOTAL (Lines 1 - 29) (Minimum of \$100) Includes one inspection. Additional fees may apply if multiple inspections are needed.</b>	\$

**RE-INSPECTIONS ARE NOT INCLUDED IN THE APPLICATION FEE. REQUIRED RE-INSPECTIONS ARE BILLED SEPARATELY AT \$50 EACH**  
**ADDITIONAL INSPECTIONS REQUESTED BY THE APPLICANT AFTER PERMIT IS ISSUED WILL BE BILLED SEPARATELY AT \$50 EACH.**

**GENERAL:** Plumbing work shall not be started until the permit has been issued or other approval has been obtained. All installations shall be in conformance with the State Plumbing Code. **No work shall be concealed until it has been inspected.**  
**CALL FOR INSPECTIONS:** 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 OR 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 \$75.**

**SCOPE OF WORK PROJECT DESCRIPTION - REQUIRED**