

# PLUMBING PERMIT APPLICATION

## Area Metropolitan Services Agency

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

**Please mark box for appropriate jurisdiction.**

- |   |   |   |  |  |   |  |
|---|---|---|--|--|---|--|
| <input type="checkbox"/> <b>Bedford Township</b><br>115 S Uldriks Drive<br>Battle Creek, MI 49017<br>ph: 269-965-9096<br>fx: 269-965-0908 | <input type="checkbox"/> <b>Convis Township</b><br>19500 15 Mile Road<br>Marshall, MI 49068<br>ph. 269-789-0654<br>fx. 269-789-0657 | <input type="checkbox"/> <b>Emmett Township</b><br>621 Cliff Street<br>Battle Creek, MI 49014<br>ph. 269-968-0335<br>fx. 269-968-0108 | <input type="checkbox"/> <b>Newton Township</b><br>7988 G Drive South<br>Ceresco, MI 49033<br>ph. 269-979-3212<br>fx. 269-979-4470 | <input type="checkbox"/> <b>Pennfield Township</b><br>20260 Capital Ave NE<br>Battle Creek, MI 49017<br>ph. 269-968-4422<br>fx. 269-968-2021 | <input type="checkbox"/> <b>City of Battle Creek</b><br>10 N Division St, Ste 111<br>Battle Creek, MI 49014<br>ph. 269-966-3382<br>fx. 269-966-3654 | <input type="checkbox"/> <b>City of Springfield</b><br>601 Avenue A<br>Springfield, MI 49015<br>ph. 269-441-9273<br>fx. 269-965-0114 |
|---|---|---|--|--|---|--|

**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     MASTER     INSTALLER

NAME	ADDRESS	CITY/STATE	ZIP
PHONE NUMBER	FAX NUMBER	E-MAIL ADDRESS	
BUILDERS LICENSE NUMBER	EXPIRATION DATE	DATE OF BIRTH	
FEDERAL EMPLOYER ID NUMBER OR REASON FOR EXEMPTION			
WORKERS COMP INSURANCE CARRIER OR REASON FOR EXEMPTION			
MESC EMPLOYER NUMBER OR REASON FOR EXEMPTION			

**III. PLAN REVIEW 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:**

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

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

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

**V. CONTRACTOR'S 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 LICENSEE	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 OF HOMEOWNER	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 #8 (MISCELLANEOUS FIXTURES) INCLUDE:**

Water Closets	Floor Drain	Slop Sink	Drinking Fountain	Water Outlet or Connection to any Make-up Water Tank
Bathtub	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. Special / Safety Inspection(s) (each)	\$50		\$	13. Private Sewer (per 100 feet)	\$11		\$
2. Additional Inspection	\$50		\$	14. Municipal Sewer (per 100 feet)	\$11		\$
3. Pre-Inspection- each	\$50		\$	15. Storm Sewer (per 100 feet)	\$11		\$
4. Underground Inspection	\$50		\$	16. Catch Basins and Manholes (each)	\$10		\$
5. Final Inspection (required for 2+ inspections)	\$50		\$	17. Building Drain (per 100 feet)	\$11		\$
6. Investigation	\$50		\$	18. Miscellaneous Drains (each)	\$5		\$
<b>7. Total Inspection fees (sum of lines 1-6)</b>			\$	19. Stacks –All (each)	\$11		\$
<b>ITEM FEES (First inspection is included)</b>				20. Air Admittance Valves (each)	\$5		\$
<b>FIXTURES AND WATER PIPING</b>				<b>BACKFLOW PREVENTERS</b>			
8. Miscellaneous Fixtures (each) (see Section VII).	\$5		\$	21. Irrigation System/Lawn Sprinklers	\$16		\$
9. Water Service (per 100 feet)	\$11		\$	22. Boiler Connections and Miscellaneous (each)	\$16		\$
10. Water Distribution (per 100 feet)	\$5		\$	<b>OTHER PIPING</b>			
11. Fire System Water (per 100 feet)	\$11		\$	23. Other Piping (per hour) (\$40 min)	\$32		\$
12. Sump Pumps and Ejectors (each)	\$5		\$	24. Certification Fee	\$11		\$
				<b>SUBTOTALS</b>			
				25. Subtotal Inspection Fee (line 7)			\$
				26. Subtotal Item Fees (Lines 8 – 42) (Minimum \$50)			\$

**FEES WORKSHEET**

<input type="checkbox"/> Paid by Applicant	27. Plan Review Fee (when required in Section IV): 25% of calculated Building Plan Review Fee	\$
<input type="checkbox"/> Paid by General Contractor	28. Administrative Fee: 10% of total of #25-27 (min \$50, not to exceed \$200) (non-refundable)	\$
<input type="checkbox"/> Not Applicable	29. Work Before Application Fee (Due if work has started before application was filed): \$42	\$
<b>TOTAL (Lines 43-47) (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 CANCELED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELED PERMITS CANNOT BE REFUNDED OR REINSTATED.**

Comments/Descriptions: