PLUMBING PERMIT APPLICATION

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

Area Metropolitan Services Agency

Please mark box for appropriate jurisdiction

☐Bedford Township	☐Convis Township	☐Emmett Township	☐Leroy Township	☐Newton Township	☐Pennfield Township	☐City of Battle Creek	☐City of Springfield
115 S. Uldricks Drive	19500 15 Mile Road	621 Cliff Street	8156 4 Mile Road	7988 G Drive South	20260 Capital Ave NE	10 N. Division St, Ste 117	601 Avenue A
Battle Creek, MI 49037	Marshall, MI 49068	Battle Creek, MI 49014	East Leroy, MI 49051	Ceresco, MI 49033	Battle Creek, MI 49017	Battle Creek, MI 49014	Springfield, MI 49015
Ph:269.965.9096	Ph: 269.789.0654	Ph: 269.968.0335	Ph: 269.979.9421	Ph: 269.979.3212	Ph: 269.968.4422	Ph: 269.966.3382	Ph: 269.441.9273
Fax: 269.965.0908	Fax" 269.789.0657	Fax: 269.968.0108	Fax: 269.979.2775	Fax: 269.979.4470	Fax: 269.968.2021	Fax: 269.966.3555	Fax: 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? ☐ YES ☐ NO ☐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

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
- ☐ 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 SUBJECTED TO CIVIL FINES.

SIGNATURE **DATE**

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**

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
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	FEE	#	TOTAL
1. Administrative Fee: (non-refundable) Residential $50 / Commercial $75	$50 $75		
2. Special / Safety Inspection(s) (each)	$50		$
3. Additional Inspection	$50		$
4. Pre-Inspection- each	$50		$
5. Underground Inspection	$50		$
6. Final Inspection (required for 2+ inspections)	$50		$
7. Investigation	$50		$
8. Total Inspection fees (sum of lines 1-7)			$
ITEM FEES (First inspection is included)			
FIXTURES AND WATER PIPING			
9. Miscellaneous Fixtures (each) (see Section VII).	$5		$
10. Water Service (per 100 feet)	$11		$
11. Water Distribution (per 100 feet)	$5		$
12. Fire System Water (per 100 feet)	$11		$
13. Sump Pumps and Ejectors (each)	$5		$
14. Private Sewer (per 100 feet)	$11		$

FIXTURES AND WATER PIPING	Fee	#	TOTAL
15. Municipal Sewer (per 100 feet)	$11		$
16. Storm Sewer (per 100 feet)	$11		$
17. Catch Basins and Manholes (each)	$10		$
18 Building Drain (per 100 feet)	$11		$
19. Miscellaneous Drains (each)	$5		$
20. Stacks –All (each)	$11		$
21. Air Admittance Valves (each)	$5		$
BACKFLOW PREVENTERS			
22. Irrigation System/Lawn Sprinklers/Fire Supression	$16		$
23. Boiler Connections and Miscellaneous (each)	$16		$
OTHER PIPING			
24. Other Piping (per hour) ($40 min)	$32		$
25. Certification Fee	$11		$
SUBTOTALS			
26. Subtotal Inspection Fee (Line 8; Minimum $50)			$
27. Subtotal Item Fees (Lines 9 – 25; Minimum $50)			$

FEES WORKSHEET

☐ Paid by Applicant

☐ Paid by General Contractor

☐ Not Applicable

28. Plan Review Fee (when required in Section III): 25% of calculated Building Plan Review Fee	$
29. Work Before Application Fee (Due if work has started before permit was issued): $150	$
TOTAL (Lines 26 - 29) (Minimum of $100) Includes one inspection. Additional fees may apply if multiple inspections are needed.	$

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 FOR PERMIT ISSUANCE