



CITY OF DEARBORN
Permit & Plan Review Office
Operator 313-943-2150
Inspector 313-943-2155

OFFICE USE ONLY:

DATE: _____

CLERK: _____

Plumbing Permit # _____

Sewer Permit # _____

Sewer Tap Permit # _____

PLUMBING PERMIT/ APPLICATION

Permit Site Address:		Type of Job: <input type="checkbox"/> Single-Family <input type="checkbox"/> Foreclosure <input type="checkbox"/> Industrial <input type="checkbox"/> New <input type="checkbox"/> Two-Family <input type="checkbox"/> Rehab/ PAD <input type="checkbox"/> Business <input type="checkbox"/> Other	
Business Name of Permit Site Address:		Have plans been submitted? (See reverse side for plan review requirements.) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Required	
Has a building permit been obtained for this project? <input type="checkbox"/> Yes Master Building Permit #: _____ <input type="checkbox"/> No <input type="checkbox"/> N/A		Property Owner Name / Telephone Number	
Property Owner Address (if different from Site Address)		Description of Work	
Address _____	City _____	State _____	Zip _____

***This permit includes one (1) Rough and one (1) Final Inspection. Any additional inspections are subject to additional fees.**

***A NON-REFUNDABLE ADMINISTRATIVE FEE OF \$100 PLUS MIN PERMIT FEE OF \$80**

SEPARATE PERMIT REQUIRED FOR SEWER ITEMS BELOW:

1. PLUMBING- Inspected by Plumbing Division				FEE	#	TOTAL	2. SEWER- Inspected by Plumbing Division				FEE	#	TOTAL		
Stacks (any description)				15.00			Water Service								
Water Closet				15.00			¾" – 1"							30.00	
Baths				15.00			1 ¼" – 1 ½"							40.00	
Lavatories				15.00			2" – 4"							75.00	
Laundry Trays				15.00			Over 4"							100.00	
Sinks (any description)				15.00			Manholes, Catch Basins							45.00	
Hot Water Tank				15.00			Sewers: Sanitary, Storm/Combined Lateral								
Garbage Disposal / Dishwasher				15.00			6" – 14"							75.00	
Floor Drains / Special Drains				15.00			Over 14"							100.00	
Shower Traps / Valves				15.00			3. SEWER TAPS- Inspected by Engineering Division								
Sewage Ejectors, Sumps				15.00			Schedule minimum 1 day in advance – 313 – 943 - 2145								
Sub-Soil Drains (interior waterproofing)				15.00			Sewer Tap – Lateral							250.00	
Water Distribution Pipe							Sewer Tap – Trunk							400.00	
¾" to 1"							Sewer Tap – Outside City Limit							500.00	
1 ¼" to 1 ½"							PAVEMENT RESTORATION								
2" – 4"							Pavement Restoration							125.00	
Over 4"							Note: If contractor fails to perform pavement restoration in a timely manner, a contractor retained by the City will restore the pavement. The permit applicant will be charged the following fees:								
Urinals / Storm Trap				15.00			Pavement Replacement, 1 st Square Yard							250.00	
Grease Interceptor				15.00			Each Additional Sq. Yard							75.00	
Backflow Preventor / Backwater Valve				15.00			Sidewalk Replacement, First 25 square feet							175.00	
Residential Lawn Sprinkler System				40.00			Each Additional Sq. Foot							10.00	
Sprinkler Heads				5.00			Other:								
Connection to Building Drain & Sewer				100.00			Make checks payable to "City of Dearborn"								
Camera-Inspection ONLY				80.00			TOTAL FEES \$ _____								
Additional Inspection (First ½ hour)				60.00											
Medical Gases: Bid Price: _____ 1.2% of Bid Price: _____															
Other:															

NOTE TO LICENSED CONTRACTORS: A Licensed Plumber be on Site at Time of Inspection(s)

APPLICANT- CONTRACTOR/ HOMEOWNER:

Name _____	<input type="checkbox"/> Plumbing Contractor
Address _____	<input type="checkbox"/> Drain-layer/ Excavator
City, State, Zip _____	<input type="checkbox"/> Mechanical Contractor
Telephone Number _____	<input type="checkbox"/> Homeowner (Please read Homeowner Affidavit on reverse side)
State License # _____	Expiration Date _____
City of Dearborn Registration # _____	Expiration Date _____
WORKER'S DISABILITY COMPENSATION INSURANCE CARRIER (or reason for exemption)	
EMPLOYER IDENTIFICATION NUMBER (or reason for exemption)	MESC EMPLOYER NUMBER (or reason for exemption)

AUTHORITY: P.A. 230 OF 1972, AS AMENDED
 COMPLETION: MANDATORY TO OBTAIN PERMIT
 PENALTY: PERMIT CANNOT BE ISSUED

I affirm that the information provided in this application and any accompanying drawings, which are a part of this application, is accurate. The acceptance of the permit shall constitute an agreement to abide by all codes and ordinances enforced by the City of Dearborn. **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. A home owner signature is an agreement to the affidavit of home owner occupancy on the reverse side.**

Authorized signature _____

Date _____

Office/White Inspector/Canary Engineering-Assessor/Gold Applicant/Pink

Plumbing and Sewer Tap Permits

Information and Permit Application City of Dearborn

GENERAL INFORMATION

- Contractors must be licensed by the State of Michigan and registered with the City of Dearborn.
- Permits for projects in public rights-of-way may be issued to licensed contractors only.

MAIL-IN INFORMATION

- Mail-in applications are encouraged. Follow these easy instructions:
 - Obtain application from City of Dearborn web site (Permits) or obtain a form from the permit office. Fill out permit application completely.
 - A homeowner trade permit allowed with proof of ownership and proof of ID (i.e. Driver's License or State ID).
Home owner must live in the home or intend to live in the home in order to obtain a trade permit application.
 - Include a check, payable to "City of Dearborn" for the amount of your permit.
 - Minimum Permit Fee is **\$80** & Administrative fee (**nonrefundable**) is **\$100**
 - Enclose a self-addressed stamped envelope.
 - Mail to: City of Dearborn, Permit & Plan Review Office, 16901 Michigan Ave, Dearborn, MI 48126
 - f. For further information call the Plumbing Division at 313-943-2155 or the main operator line at 313-943-2150.**

PLAN REVIEW REQUIREMENTS

- Plans are not required for the following:
 - One and two-family dwellings containing not more than 3,500 square feet of building area.
 - Alterations and repair work determined by the plumbing official to be minor in nature.
 - Work completed by a government subdivision or state agency costing less than \$15,000.
- Plans are required prior to permitting 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 or Public Act of 1980, as amended, and shall bear that architect's or engineer's signature and seal.

HOMEOWNER AFFIDAVIT

By signing this application, homeowners are certifying that the plumbing work described on this permit application shall be installed by him/herself in their own home in which they are occupying, or intend to occupy. All work shall be installed in accordance with the current State Plumbing Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the plumbing inspector.

Homeowners also certify that they will cooperate with the Plumbing Inspector and assume the responsibility to arrange for inspections and necessary repairs.

Special Note to Homeowners: Homeowners are discouraged from obtaining permits on behalf of a contractor. The City of Dearborn cannot resolve unlicensed/ unregistered contractors work deficiencies. The City of Dearborn addresses code issues with the permit holder.

PLUMBING INSPECTIONS - Inspections are scheduled by calling the Automated Inspection Scheduling System at (313) 943-2400.

Enter your permit number (i.e. 12-1234) and select the appropriate inspection code below. Permits only include 1 rough & 1 final inspection.

RESIDENTIAL INSPECTION CODES

305 Underground	330 Water Service
310 Rough	315 Lawn Sprinkler System
315 Final	315 Interior Drain System
315 Sewer/Lateral	

COMMERCIAL INSPECTION CODES

405 Underground	430 Water Service
410 Rough	415 Lawn Sprinkler System
415 Final	440 Medical Gases
415 Sewer Tap /Lateral	415 Interior Drain System
425 Sewer Cap	

SEWER TAP INSPECTIONS

Sewer Tap and related pavement repair inspections are performed by the **Engineering Division** and are scheduled by calling the **Engineering Division at (313) 943-2145** at least **24 hours in advance**.

- A copy of your sewer tap permit will be forwarded to the Engineering Division. (16901 Michigan Ave.)
- Please refer to the Sewer Connection Standards, Building Lead Requirements and Concrete Pavement Standards for detailed information to assist you with your sewer tap project.

EXPIRATION OF PERMIT: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit will expire if the authorized work is not commenced within six months after issuance of the permit or if the authorized Work/project is suspended or abandoned for a period of six months after the time of commencing work. **A PERMIT WILL BE CANCELLED WHEN THE PERMIT HAS EXPIRED, NO WORK HAS BEEN PERFORMED AND NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. ONCE A PERMIT IS CANCELLED IT CANNOT BE REINSTATED OR REFUNDED.**

REFUNDS: A refund request form must be submitted to the permit office. Forms can be obtained from the Permit office or on line at "cityofdearborn.org" under permits. A refund processing fee of \$25 will be charge for processing. All refunds will be made to the person identified as the permit holder in all cases. Refunds are primarily made on requests when no work or inspections have been performed and the permit can be cancelled. **PERMIT CANCELLATIONS (Contractor Termination) ARE DISCOURAGED:** If an installation is partially completed, then the permit holder (or property owner) shall submit a **PERMIT CANCELLATION** request form. An inspection will be required to determine the level of work completed. The enforcing agency will determine the need for a new permit to complete the work in progress. In most of these instances a new permit will be required and based on the inspection a determination will be made on requiring a new permit be issued and any fees that may apply in order to complete a final inspection.

The City of Dearborn will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, handicap or political beliefs.