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

OFFICE USE ONLY:	
DATE: _____	**Plumbing Permit #** _____
	Sewer Permit # _____
CLERK:	**Sewer Tap Permit #** _____

PLUMBING PERMIT/ APPLICATION

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

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

CONFIRM BASE PERMIT FEES & NON-REFUNDABLE PROCESSING FEES

1. PLUMBING- Inspected by Plumbing Division	**FEE**	**#**	**TOTAL**
Stacks (any description)	12.00		
Water Closet	12.00		
Baths	12.00		
Lavatories	12.00		
Laundry Trays	12.00		
Sinks (any description)	12.00		
Hot Water Tank	12.00		
Garbage Disposal / Dishwasher	12.00		
Floor Drains / Special Drains	12.00		
Shower Traps / Valves: (Tempering)	12.00		
Sewage Ejectors, Sumps	12.00		
Sub-Soil Drains (interior waterproofing)	12.00		
Water Distribution Pipe			
¾" to 1"	25.00		
1 ¼" to 1 ½"	36.00		
2" – 4"	65.00		
Over 4"	78.00		
Urinals / Storm Trap	12.00		
Grease Interceptor	12.00		
Backflow Preventor / Backwater Valve	12.00		
Residential Lawn Sprinkler System	30.00		
Sprinkler Heads	1.20		
Connection to Building Drain & Sewer	90.00		
Camera-Inspection ONLY	80.00		
Additional Inspection (First ½ hour)	30.00		
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)

SEPARATE PERMIT REQUIRED FOR SEWER ITEMS BELOW:

2. SEWER- Inspected by Plumbing Division	**FEE**	**#**	**TOTAL**
Water Service			
¾" – 1"	25.00		
1 ¼" – 1 ½ "	36.00		
2" – 4"	65.00		
Over 4"	78.00		
Manholes, Catch Basins	36.00		
Sewers: Sanitary,Storm/Combined Lateral			
6" – 14"	65.00		
Over 14"	96.00		
3. SEWER TAPS- Inspected by Engineering Division Schedule minimum 1 day in advance – 313 – 943 - 2145			
Sewer Tap – Lateral	240.00		
Sewer Tap – Trunk	360.00		
Sewer Tap – Outside City Limit	480.00		
PAVEMENT RESTORATION			
Pavement Restoration	120.00		
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: Pavement Replacement, 1st Square Yard 240.00 Each Additional Sq. Yard 72.00 Sidewalk Replacement, First 25 square feet 150.00 Each Additional Sq. Foot 7.20			
Other:			

Make checks payable to **"City of Dearborn"**

TOTAL FEES $_____

APPLICANT- CONTRACTOR/ HOMEOWNER:

Name _____ Address _____ City, State, Zip _____ Telephone Number _____	☐Plumbing Contractor ☐Drain-layer/ Excavator ☐Mechanical Contractor ☐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

The acceptance of the permit shall constitute an agreement to abide by all codes and ordinances enforced by the City of Dearborn. Homeowners certify the plumbing work described on this permit application shall be installed by myself in my own home in which I am living or about to occupy. Section 23a of the state construction code act, 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.

Authorized signature_____ **Date**_____

Permit Office/White Inspector/Canary Engineering-Assessor/Gold Applicant/Pink 02/0912

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:
  a. Obtain application from City of Dearborn web site (Permits) or obtain a form from the permit office. Fill out permit application completely.
  b. 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.
  c. Include a check, payable to "City of Dearborn" for the amount of your permit.
  - Confirm with the permit Office the latest Permit Fees & non-refundable processing administrative fees

  d. Enclose a self-addressed stamped envelope.
  e. Mail to: City of Dearborn, Permit & Plan Review Office, 4500 Maple, 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:
  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 minor in nature.
  3. 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/her self 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. The Engineering Division is located on the 3rd floor of City Hall/West Annex (4500 Maple).
- 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.

2/9/2012

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.