



**Plumbing Permit Application**  
**Building Code Enforcement**  
 301 Washington Avenue  
 Bay City, MI 48708  
 (989) 894-8162

Permit # \_\_\_\_\_  
 Receipt # \_\_\_\_\_  
 Check # \_\_\_\_\_  
 Permit Cost# \_\_\_\_\_  
 BS&A# \_\_\_\_\_

**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"/> Not required
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STREET ADDRESS AND JOB LOCATION (Street Number and Name)

**II. Contractor/Homeowner Information**

INDICATE WHO THE APPLICANT IS <input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner <input type="checkbox"/> Master <input type="checkbox"/> Water Treatment Installer	NAME / CONTRACTOR OF RECORD	LICENSE NUMBER	EXPIRATION DATE
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ADDRESS (Street Number and Name)	CITY	STATE	ZIP CODE
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TELEPHONE NUMBER (Include Area Code)	FEDERAL EMPLOYER ID NUMBER (or reason for exemption)
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WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)	MESC EMPLOYER NUMBER (or reason for exemption)
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NAME OF MASTER PLUMBER	MASTER LICENSE NUMBER	EXPIRATION DATE
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BUSINESS / BRANCH ADDRESS	CITY	STATE	ZIP CODE
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**III. Type of Job**

INDICATE WHO THE APPLICANT IS <input type="checkbox"/> Single Family <input type="checkbox"/> New <input type="checkbox"/> Other <input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection <input type="checkbox"/> Water Service Only <input type="checkbox"/> LP Tank <input type="checkbox"/> Premanufactured Home Setup (State Approved) <input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> School
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**IV. Plan Review Required**

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

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 of a minor nature.
- Buildings with a required plumbing fixture count less than 12.  
 (If the work performed is described above, check box below “Plans Not Required.”)

**Plans are required** for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect’s or engineer’s seal and signature.

Plan Review Submission No. \_\_\_\_\_  Plans Not Required

**VII. Homeowner Affidavit**

I hereby 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. All work shall be installed in accordance with the Michigan 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.

**V. Applicant Signature**

Any permit applicant proposing to install, replace, or repair a sewer lead or water line which will attach to the City’s system is required to contact the DPW office at (989) 891-1200, prior to commencing any work. Applicant shall not cut (open) a City street without first obtaining a permit and making arrangements with the DPW to have a City Inspector during any work that would be performed in the City right of way. Absolutely no work shall be performed in the City right of way without a City

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 LICENSED PLUMBING CONTRACTOR, EXCAVATOR, OR HOMEOWNER.  
 (Homeowner’s signature indicated compliance with Section VI. Homeowner Affidavit)

X \_\_\_\_\_ DATE \_\_\_\_\_

**VII. Fee Clarification**

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

**Plus Any Other Fixture, Drain or Water Connected Appliance Not Specifically Listed**

Domestic Water Treatment and Filtering Equipment: A license is not required for the installation of domestic water treatment and filtering equipment that requires modifications to an existing cold water distribution supply and associated water piping in buildings if a permit is secured, required inspections performed and the installation complies with the applicable code. If the enforcing agency determines a violation exists, it shall be corrected by the responsible installer. The permit application shall include the application fee, the number of water treatment devices recorded for \$5.00 each and the appropriate water distribution pipe (system) size fee.

**VIII. Fee Chart** – Enter the number of items being installed, multiply by the unit price for total fee.

	Fee	# Items	Total		Fee	# Items	Total
Permit Base Fee	\$ 50.29	1	\$50.29	Vent – Waste/Soil	\$ 5.75		
Water Closet	\$ 11.50			Drinking Fountain	\$ 11.50		
Bathtub	\$ 11.50			Refrigerator w/ Water	\$ 11.50		
Lavatory	\$ 11.50			Backflow Preventor	\$ 14.95		
Sink	\$ 11.50			¾” Water Service	\$ 5.75		
Laundry Tray	\$ 11.50			1” to 3” Water Service	\$ 11.50		
Shower Stall	\$ 11.50			4” and Up Water Service	\$ 23.00		
Dish Washer	\$ 11.50			Water Distribution	\$ 5.75		
Garbage Disposal	\$ 11.50			Other Items Lot Listed	\$ 11.50		
Urinal	\$ 11.50			<b>SUBTOTAL</b>			
Slop Sink	\$ 11.50			<b>DO NOT ADD BASE FEE TO THE FOLLOWING:</b>			
Washing Machine	\$ 11.50			Administrative Fee (up to \$250.00)			
Floor Drain	\$ 11.50			Informational Inspection	\$ 50.29		
Roof Drain	\$ 11.50			Contractor Fee–License Registration	\$ 6.90		
Lawn Sprinkler	\$ 17.25			Water Heater	\$ 50.29		
Sanitary Sewer	\$ 28.75			Each Additional Water Heater	\$ 14.95		
Storm Sewer	\$ 28.75			Plan Review Fee			
Catch Basin/Manhole	\$ 5.75						
Sump/Ejector	\$ 11.50						
Stack – Waste/Soil	\$ 5.75			<b>Total Fee</b>			

**Make checks payable to “City of Bay City”**

Section 23a of the State Construction Act of 1972, Act No. 230 of the public acts of 1972, being section 125 of the Michigan Compiled laws, 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 residential structure. Violators of Section 23a are subject to civil fines. I agree to abide by all requirements of the plumbing code including calling for inspection before any plumbing work is covered or used, and upon completion. I will accompany the inspector during the inspection when requested by the plumbing inspector.

<b>Contractor or Homeowner Signature</b>	<b>Date</b>	<b>Telephone Number</b>
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**General:** Mechanical work shall not be started until the application for permit has been filed with the City of Bay City. All installations shall be in conformance with the Michigan Mechanical Code. **No work shall be concealed until it has been inspected.** The telephone number for the inspector will be provided on the permit form. 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.

**HOMEOWNER AFFIDAVIT** I HEREBY 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. ALL WORK SHALL BE IN ACCORDANCE WITH THE BAY CITY 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.

**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 AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED OR REINSTATED.**