

CITY OF GRAND HAVEN GRAND HAVEN, MICHIGAN

WATER & SEWER TAP PERMIT

- I. Applicant to receive application and fee schedule at the Department of Public Works, R.V. Terrill Building, 1120 Jackson Street, Grand Haven, Michigan or at City Hall, 519 Washington Street, Grand Haven, Michigan.
- II. **Applicant must pull a permit with the State of Michigan if working on private property. A copy of the permit must be attached.**
- III. Application to be filled out by applicant and filed with the Department of Public Works at the R.V. Terrill Building, 1120 Jackson Street, Grand Haven, Michigan. *(This is not a mailing address).* Mailing address: City of Grand Haven DPW, 519 Washington Avenue, Grand Haven, MI 49417.
- IV. A drawing **MUST** accompany this permit of work to be completed.
- V. The Department of Public Works will determine cost of the water or sewer tap fee. The applicant will be notified when the permit is ready to be picked up and the cost for the permit.
- VI. Sewer lines will be required to have a minimum grade of 1/8 inch per foot. A pressure test of 5 pounds of air for 10 minutes or a pressure test of a 10 foot head of water for 10 minutes using the same size pipe as the sewer line is required. Also, each end of the line will have to be inspected. The inspections are to be done by the Public Works Department. The pressure test and inspection must be **PRIOR TO BACK-FILLING OF THE SEWER LINE**. Only clean sand fill shall be used for backfill, compacted to a minimum of 95% density.
- VII. The contractor and/or subcontractor is to **notify Director of Public Works 48 hours in advance of mobilization**, unless it's deemed an emergency. In the case of an emergency approval, the contractor and/ subcontractor, along with the Crew Leader, will meet on site to determine if emergency approval is necessary.
- VIII. When working in the City right of way, a permit is required. When a street opening is required the contractor will be responsible to restore the excavation up to grade with aggregate per specifications of the ROW permit. **The City of Grand Haven will restore HMA surface and bill the contractor.**
- IX. The contractor will be charged an additional inspection fee for each return trip to the site.
- X. The contractor has **30 days** from start date to complete project. After such time, this permit shall be null and void.
- XI. Department of Public Works is to send a copy of the sewer/water permit to:
Water Billing/Finance Dept.
DPW Utilities' Crew Leader
- XII. (Please initial after reading the entire permit application)_____

APPLICATION OF WATER & SEWER PERMIT

CITY OF GRAND HAVEN GRAND HAVEN, MICHIGAN

Date : _____

I. Lot location:

Address: _____

II. Property Owner:

Name: _____

Telephone: _____

Address: _____

City: _____

State: _____ Zip Code: _____

III. Contractor Information:

Name: _____

Telephone: _____

Address: _____

City: _____

State: _____ Zip Code: _____

Return completed form to the Department of Public Works, 1120 Jackson, Grand Haven, MI 49417.
(This is not a mailing address.)

SEWER & WATER TAP INFORMATION

**CITY OF GRAND HAVEN
GRAND HAVEN, MICHIGAN**

DO NOT WRITE BELOW THIS LINE

To be filled out by the Department of Public Works

WATER TAP

Service	Description	Unit Cost	Amount
1 inch	Copper line from the water main to the property. The length of the line not to exceed 75 feet. Service greater than 75 will be billed time and material.	Time & Material	
>1 inch	Time and Material Flat hook-up fee	\$500.00	
>1.5 inch	The customer will be billed time and material for the installation.	Time & Material	
Meter Pit	The customer will be billed time and material for the installation.	Time & Material	
Inspection Fee	Installation of new service or repair of existing service.	\$50.00	
Meter upgrade charge	5/8 to 3/4 inch 3/4 to 1 inch	\$50.00	

Water tap fee: _____

SEWER TAP

Is there a lateral available at the requested location?	Yes	No
---	-----	----

Service	Description	Unit Cost	Amount
Installation Repair	Installation of a lateral to an existing "Y" at the main or an inspection of a lateral repair.	\$50.00	
No Lateral	No Special Assessment	\$5000.00	
Special Assessment	Moreland Ave. connection fee set by Council in 1995.	\$5500.00	
Special Assessment	Kooiman Ave. connection fee set by Council in 1999.	\$2540.00	

Sewer tap fee: _____

Permit Fee Total: _____

APPROVED BY: _____ DATE: _____