

**PLUMBING PERMIT APPLICATION**  
**Western Washtenaw Construction Authority**  
**Bridgewater, Freedom, Manchester Townships & Village of Manchester**  
 912 City Road P.O. Box 556 Manchester, MI. 48158  
 Phone #734-428-7001 Fax #734-428-1849  
[wwcabuild@gmail.com](mailto:wwcabuild@gmail.com)

AUTHORITY: P.A. of 1972, as amended  
 COMPLETION: Mandatory to obtain permit  
 PENALTY: Permit cannot be issued

**I. JOB LOCATION**

NAME and PHONE Number of Home Owner:	Has a building permit been obtained for the project? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required	
Street Address, City and Zip Code ( <b>Project Address</b> )	Parcel Tax ID Number	Township

**II. CONTRACTOR / HOMEOWNER INFORMATION**

<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	Name	License Number	Expiration Date
Address	City	State	Zip Code
Telephone Number (   )	Fax Number (   )	Cell Phone Number (   )	Email Address
Workers Comp Carrier	MESC Number	Are you registered with us <input type="checkbox"/> Yes <input type="checkbox"/> No	

**III. TYPE OF JOB**

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Sewer Only	<input type="checkbox"/> Water Service Only	<input type="checkbox"/> Premanufactured Home Setup (State Approved)
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	

**IV. PLAN REVIEW REQUIRED**

Have plans been submitted? (See below for plan review requirements before completing this section.)    Yes    No    Not required

**Plans are not required for the following:**

1. One and two-family dwelling 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 building with a required plumbing fixture count less than 12.
4. Work completed by a governmental subdivision or state agency costing less than \$15000.00

If work being performed is described above, answer Section IV. "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 Act No. 299 of the Public Acts of 1980 as amended and shall bear that architect's or engineer's signature and seal.

**PLANS MUST BE SUBMITTED BEFORE A PERMIT CAN BE ISSUED.**

**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.

X \_\_\_\_\_ Date  
**Signature of Licensee or Homeowner**

(Homeowner signature indicates compliance with Section VI Homeowner Affidavit)

**VI. HOMEOWNER AFFIDAVIT**

I hereby certify that 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 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. I will cooperate with the plumbing inspector and assume the responsibility to arrange for necessary inspections.

**VII. FEE CLARIFICATIONS**

When installing plumbing for new single-family home at a minimum the application must include the application fee, sewer, rough and final inspection.  
 When installing plumbing for new modular home at a minimum the application must include the application fee, sewer and final inspection.

**COMPLETE APPLICATION ON BACK SIDE**

**Description of work:** List the work to be accomplished under this permit.

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**Fee Chart:** Enter the number of inspections needed.

Item	Fee	Number of inspections	Total	Comments
Application Fee	\$35.00		\$35.00	Application fee non refundable
Sewer Inspection	\$65.00			
Underground Insp.	\$65.00			
Shower Pan Inspection	\$65.00			
Water Heater	\$65.00			
Rough Inspection	\$65.00			
Final Inspection	\$65.00			
Pressure Test	\$65.00			
Other	\$65.00			
Commercial Plan Review	\$85.00			Plan review fee non refundable
*Contractor Reg. Fee	\$15.00			*If not registered with us please fill out a Contractor Registration Form
<b>TOTAL</b>			\$	

**MAKE CHECKS OUT TO W.W.C.A.** (Western Washtenaw Construction Authority)

**Application can be processed through our email. Credit cards accepted** (3% service fee)

**INSTRUCTIONS FOR COMPLETING APPLICATION**

**GENERAL:** Plumbing work shall not be started until the application for permit has been filed. All installations shall be in conformance with the Plumbing Code. **No work shall be concealed until it has been inspected.**

When ready for an inspection, call Western Washtenaw Construction Authority at (734) 428-7001 providing as much advance notice as possible. The office will need the **requestor's name, phone number, 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 CANCELLED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION.**

Western Washtenaw Construction Authority will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, handicap or political beliefs.