



**PLUMBING PERMIT APPLICATION  
BRANCH COUNTY PLUMBING DEPARTMENT**

Inspector: Terry Thatcher  
tthatcher@countyofbranch.com  
23 East Pearl Street  
Coldwater, MI 49036  
Phone: (517) 279-4303 Fax: (517) 279-6494  
Hours: 8 a.m. – 4:30 p.m.

Date of Application
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**I. JOB LOCATION**

Name of Owner	It is the responsibility of the permit holder to schedule for an inspection. We require a 24-hour notice minimum, when scheduling for an inspection.	
Street Address and Location	City	Township

**II. CONTRACTOR/HOMEOWNER INFORMATION**

<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner		State License Number	Expiration Date
Address		Local License Number	Expiration Date
City	State	Zip Code	
Telephone Number (        )			

**III. TYPE OF JOB**

Single Family <input type="checkbox"/> New <input type="checkbox"/> Remodel	<input type="checkbox"/> Sewer Only	<input type="checkbox"/> Premanufactured Home Setup (State Approved) - <b>\$116.00</b>	<input type="checkbox"/> State Owned
Other <input type="checkbox"/> New <input type="checkbox"/> Remodel	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home) - <b>\$96.00</b>	<input type="checkbox"/> School
	<input type="checkbox"/> Water Service Only		

**V. FEE CHART** – Enter the number of items being installed, multiply by the unit price for total fee.

	Fee	# Item	Total		Fee	# Item	Total
1. Application Fee (non-refundable)	\$50			14. Manholes, Catch Basins	\$8 each		
2. Sub-soil drains	\$8 each			Watering Distributing Pipe (system)	\$8		
3. Fixtures, floor drains, special drains, water connected appliances	\$8 each			15. ¾" Water Distribution Pipe	\$15		
4. Stacks(soil, waste, vent and conductor)	\$5 each			16. 1" Water Distribution Pipe	\$25		
5. Sumps / Sewage Ejectors	\$8 each			17. 1 ¼" Water Distribution Pipe	\$30		
Water Service				18. 1 ½" Water Distribution Pipe	\$38		
6. Less than 2"	\$8			19. 2" Water Distribution Pipe	\$45		
7. 2" to 6"	\$38			20. Over 2" Water Distribution Pipe	\$8		
8. Over 6"	\$75			21. Reduce pressure back-flow preventer	\$65		
11. Connection bldg., drain – bldg. sewers	\$8			22. Special Inspection (see back)	\$50		
Sewers (sanitary, storm, or combined)				23. Add. Inspection (underground, etc.)	\$50		
12. Less than 6"	\$8			24. Re-inspection (see back)	\$50		
13. 6" & Over	\$38			25. Inspections	\$40		
				26. Plan Review per hour	\$70		
				27. Water Heater change out			

**ALL WORK STARTED BEFORE A PERMIT IS OBTAINED IS SUBJECT TO A \$100.00 FINE**

**TOTAL FEES**

**MAKE CHECKS PAYABLE TO: Branch County Building Inspection**

**PLUMBING PERMIT APPLICATION**

**VI. APPLICANT SIGNATURE**

Section 23a of the State Construction Act of 1972, Act No. 230 of the Public Acts of 1972, being Section 125.1523a 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 a residential structure. Violators of Section 23a are subject to civil fines.

Signature of Licensee or Homeowner (Homeowner must also sign affidavit below)

**VII. HOMEOWNER AFFIDAVIT**

I hereby certify the plumbing work described on this permit 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** or **approved** by the County Plumbing Inspector. I will cooperate with the County Plumbing Inspector and assume the responsibility to arrange for necessary inspections.

Signature of Homeowner

**VIII. FEE CLARIFICATIONS**

ITEM #2, MOBILE HOME UNIT SITES: WHEN item is used for sewer excavations in a new park, the permit application should include the application fee plus the number of unit sites. WHEN setting a mobile home in a park, or a mobile or modular home on private property, a permit should include the application fee, a sewer or building drain, and a water service or water distribution pipe.

ITEM #3, FIXTURES, FLOOR DRAINS, SPECIAL DRAINS, & 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
Bath tub	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 Waster 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

**IX. PLAN REVIEW REQUIREMENTS**

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 buildings with a required plumbing fixture count less than 12.
4. Work completed by a governmental subdivision or state agency costing less than \$15,000.00.

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. **TWO SETS OF PLANS MUST BE SUBMITTED BEFORE A PERMIT CAN BE ISSUED.**

**X. SPECIAL INSPECTION INCLUDES 1- INSPECTION AND 1- REPORT.**

**XI. REINSPECTION FEE**

1. All inspections found to be in violation are subject to a \$50.00 reinspection fee.
2. If the inspector finds a violation with the permit holders’ project, the inspector must inform the permit holder.
3. The inspector will leave a copy of the inspection form on the project site stating the violation.
4. After the permit holder has corrected the violation, the permit holder must call the Building Department to schedule a reinspection.
5. If the project remains incorrect, an additional reinspection fee will be charged.

**XII. INSTRUCTIONS FOR COMPLETING APPLICATION**

GENERAL: Plumbing work shall not be started until the application for the permit has been filed with the Branch County Building Department. Non-compliance will result in a \$100.00 charge minimum. All installations shall be in conformance with the State Plumbing Code. **No work shall be concealed until it has been inspected.** The name of the inspector and the telephone number 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 the 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 PERVIOUS INSPECTION. CANCELLED PERMITS CANNOT BE REINSTATED OR REFUNDED.**