



Department of Public Services
31800 Beechwood, Garden City MI 48135

Inspection line 734.793.1800

ALLOW TWO (2) BUSINESS DAYS TO SCHEDULE INSPECTION

For Department Use Only Permit # _____
Permit Fee _____ Bond _____

RIGHT-OF-WAY/PUBLIC ALLEY/EASEMENT PERMIT APPLICATION

DATE _____ JOB ADDRESS _____

****If a contractor is to perform the construction work authorized by this permit and is supplying the cash deposit; he/she will fill out the information below and thereby assumes responsibility along with the property owner for all provisions of this permit. The property owner's attention is called to the general conditions on page two (2) of this application. ****

1. Owner's Information

Name _____ Address _____
City/State _____ Zip Code _____ Phone # _____
Email _____

2. Contractor's Information

Name _____ Address _____
City/State _____ Zip Code _____ Phone # _____
Email _____
State/Local License Number _____ Federal Employer ID/Exemption _____
Worker's Compensation Insurance Carrier or reason for exemption _____
MESC Employer Number or reason for exemptions _____

3. Description of Work – Please see page for fee schedule worksheet also to be filled out by applicant.

Please detail a description of the desired facility and/or activity. If a drawing is preferable, please attach.

Section 23a of the State construction code act, P.A. 230 of 1972, as amended, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirement of this State relating in persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subject to civil fines.

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent, and we agree to conform to all applicable laws of the City of Garden City, the State of Michigan, and all conditions stated on page two of this application. All information submitted on this application is accurate to the best of my knowledge.

This permit shall be null and void if SUBSTANTIAL construction has not occurred **WITHIN 90 DAYS** from the date of issuance.

Note: All refunds subject to 25% service fee PERMIT IS GOOD FOR 6 MONTHS.

Applicant's Signature _____

Date _____

Contractor Home Owner

Do not write below this line

Per all City Codes and Ordinances.

Approved by _____ Date _____

INSPECTIONS DONE MONDAY – FRIDAY 7:30 AM – 3:30 PM
INSPECTION LINE (734) 793-1800 - **ALLOW TWO (2) BUSINESS DAYS TO SCHEDULE INSPECTION**

General Conditions

The construction and work described herein shall be accomplished in accordance with the approved specifications, maps, and statements filed with the city and which are incorporated in and made a part of this permit. The property owner and/or contractor agree to the following:

1. The permit shall not become operative until it has been fully executed by the City. After execution, notification must be given to the City office, at the telephone number indicated on the front of this permit at least two (2) business days before starting construction so that arrangements can be made for inspection.
2. If required by City, PROPERTY OWNER shall, before commencing any operations, deposit with the department a cash deposit to cover damage to the roadway, public easement area, or adjacent properties. The department may retain any portion of a cash deposit which, in the opinion of the department, shall be necessary to cover any expense or damage incurred by it through the granting of this permit, and the cash deposit or the balance thereof shall be returned to the PROPERTY OWNER upon completion of the work to the satisfaction of the department in accordance with applicable City ordinance.
3. WHEN APPLICABLE, THE FOLLOWING MUST BE ATTACHED TO THIS PERMIT AT THE TIME THE PERMIT IS EXECUTED:
 - a. Plan review and/or field inspection fee
 - b. Site plans and specifications or sketch for anything non-single family
 - c. Required cash deposit and insurance
4. The PROPERTY OWNER is responsible for any repairs due to damage or defects in the right-of-way area (pavements, structures, stop boxes, trees, etc.) that exist at completion of permitted work. If any right-of-way areas are defective prior to commencement of work, PROPERTY OWNER shall document same with photography and provide proper documentation to the Department of Public Services for review prior to commencement of work. As an alternative, the PROPERTY OWNER may arrange for a pre-construction field condition review by requesting this option when calling for inspection.
5. It is the responsibility of the PROPERTY OWNER to ascertain the condition and usability of the existing sewer lead to which a connection will be made. The City makes no guarantee of the condition, location, existence, or long-term usability of the existing sewer lead to which a connection will be made. Any existing lead to be reutilized must be televised in right-of-way, and Director of Public Services must approve use of existing lead.
6. On any project involving excavation/backfilling for local road crossings, pavement, or utility work, bonds will be held for a minimum period of six (6) months after backfilling or until all right-of-way/easement restoration work is completed and turf has been successfully established, whichever is later. This is to protect against long-term settlements, and the bonds will be held over winter if turf is not successfully established.
7. Any and all operations under this permit shall meet all requirements of the current standards and specifications of the City of Garden City.
8. The PROPERTY OWNER and the CONTRACTOR shall indemnify, save harmless and defend the City against all claims, suits, and judgments of every name and description arising out of the operations covered by this permit or the issuance of this permit, shall furnish proof of insurance covering liability damage arising under the work performed out of the work performed under this permit in the amount stated on the permit or as required.
9. It is distinctly understood that the rights granted herein are revocable at the will of the Director of Public Services, and that the PROPERTY OWNER acquires no rights in the highway or public easement area and expressly waives any right to claim damages or compensation in case this permit is revoked.
10. This permit does not relieve the PROPERTY OWNER from meeting all requirements of law. The PROPERTY OWNER shall be responsible for securing any other legally required permits from the City of Garden City, other governmental agencies and jurisdictions, corporations, or individuals.
11. The PROPERTY OWNER assumes all responsibility for the interruption and damage of underground utilities. The presence or absence of utilities is based on the best information shown on the plans, and the City is not responsible for the accuracy of this information. The PROPERTY OWNER shall contact all utility owners regarding their facilities prior to starting work. Most utilities may be contacted through MISS DIG.
12. The PROPERTY OWNER or CONTRACTOR shall furnish all such personnel and warning devices in accordance with the procedures and standards as established by the Michigan Manual of Uniform Traffic Control Devices.
13. The construction, operation, and maintenance of the facility covered by this permit shall be at the PROPERTY OWNER's expense. The PROPERTY OWNER will not be responsible for maintaining road widening or any other pavement which becomes part of the main roadway after the completion of the construction.
14. New water service connections are to be minimum size of 1 inch. Disconnection of water services must be done at city water main.
15. Please Note: Inspection fee collected is based on inspection during normal business hours, which are 7:30 a.m. through 3:30 pm, weekend and holidays excluded. If inspection must be conducted outside these times, actual costs, if not paid in advance, will be deducted from the cash bond.

*These General Conditions are applicable to both the Garden City Flatwork and Right-of-Way/Alley/Easement Permits

RESIDENTIAL / COMMERCIAL NEW CONSTRUCTION				
TYPE OF WORK		# INSTALLED	FEE FOR EACH	TOTAL
Administration fee (non-refundable)		1	\$ 45.00	\$ 45.00
Sanitary Sewer				
	Connection/Disconnection – Non Industrial		\$ 475.00	\$
	Connection/Disconnection – Industrial		\$ 378.00	\$
	Lateral Benefit		\$ 1,350.00	\$
per unit	Capitol/Service – Mechanized Car Wash ONLY*		\$ 900.00	\$
per unit	Capitol/Service – All Other Uses*		\$ 300.00	\$
*See attached for unit charges for each specific use				
Water				
	Connection/Disconnection		\$ 475.00	\$
	Service/Lateral Benefit		\$ 1,050.00	\$
Water Meters				
each	5/8"		\$ 230.00	\$
each	5/8" X 3/4"		\$ 222.00	\$
each	3/4"		\$ 282.00	\$
each	1"		\$ 355.00	\$
each	1 1/2"		\$ 638.00	\$
each	2"		\$ 771.00	\$
each	2" compound		\$ 1,630.00	\$
each	2" turbine		\$ 800.00	\$
each	3" compound		\$ 2,393.00	\$
each	4" compound		\$ 3,082.00	\$
Construction Water - Residential				
each	Single Family Residence or Apartment/Condo Unit*		\$ 32.00	\$
*Plus the cost of water consumption				
Fire Hydrants				
each	Hydrant Use*		\$ 40.00	\$
*Plus the cost of water consumption				
each	Flow Test		\$ 75.00	\$
All Other Work in ROW*			\$ 40.00	\$
*Including - Street Opening(sewer repair), Excavation, Boring, Directional Drilling				
Bonds				
Street Opening/Excavation/Boring/Directional Drilling*			\$ 3,000.00	\$
Hydrant Use Damage/Cost of Water Deposit			\$ 2,500.00	\$
Hydrant Use Meter/RPZ Deposit			\$ 1,000.00	\$
			TOTAL COST =	
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SANITARY SEWER – CAPITOL/SERVICE PER UNIT CHARGES - NEW CONSTRUCTION				
TYPE OF WORK		# INSTALLED	FEE FOR EACH	TOTAL
per additional hoist/stall	Auto Dealer New		\$ 52.50	\$
per seat	Bars		\$ 17.50	\$
per chair	Barber Shop		\$ 35.00	\$
per lane	Bowling Alley, with bar & lunch		\$ 70.00	\$
per lane	Bowling Alley Only		\$ 28.00	\$
per station	Beauty Shop		\$ 52.50	\$
per exam room	Clinic		\$ 175.00	\$
1 additional unit for each additional 5,000 sq ft or fraction thereof	Factory, office & production		\$ 300.00	\$
1 additional unit for each additional 5,000 sq ft or fraction thereof	Grocery & Supermarket		\$ 300.00	\$
per bed	Hospital		\$ 35.00	\$
per bed	Hospital convalescent home		\$ 70.00	\$
per room	Hotel and Motel		\$ 87.50	\$
per washer	Laundromat		\$ 175.00	\$
plus additional	Two-family residence		\$ 175.00	\$
each additional living space	Multiple-Family residence		\$ 175.00	\$
1 additional unit for each additional 5,000 sq ft or fraction thereof	Office building		\$ 300.00	\$
per seat/stall based on maximum occupancy	Restaurant, including drive-in & snack bar		\$ 20.00	\$
each additional classroom	Schools		\$ 350.00	\$
each gas dispensing unit	Service Station		\$ 100.00	\$
per hoist/stall	Garages		\$ 52.50	\$
each auto space	Theaters-drive-in		\$ 14.00	\$
			TOTAL COST =	
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