

# Plumbing Permit Application

Effective January 20, 2026

Big Rapids Charter Township

14212 Northland Drive

Big Rapids, MI 49307-2319 [www.bigrapidstownshipmi.gov](http://www.bigrapidstownshipmi.gov)

Authority: 1972 PA 230

Completion: Mandatory to obtain permit

Penalty: Permit cannot be issued

## 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
STREET ADDRESS AND JOB LOCATION (STREET NUMBER AND NAME)	NAME OF TOWNSHIP IN WHICH JOB IS LOCATED COUNTY Big Rapids Charter Township – Mecosta County		

## II. Contractor/Homeowner Information

INDICATE WHO THE APPLICANT IS: <input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner <input type="checkbox"/> Master	NAME OF CONTRACTOR OR HOMEOWNER	STATE LICENSE NUMBER	EXPIRATION DATE
ADDRESS (Street and Name)	CITY	STATE	ZIP CODE
TELEPHONE NUMBER WITH AREA CODE	CELL PHONE NUMBER	FEDERAL EMPLOYER ID NUMBER (or reason for exempt)	
WORKERS COMPENSATION CARRIER (or reason for exempt)	MESC EMPLOYER NUMBER (or reason for exempt)		
E-MAIL ADDRESS	NAME OF MASTER PLUMBER	MASTER PLUMBER LICENSE	EXPIRATION DATE

## III. Type of Job

<input type="checkbox"/> Single Family <input checked="" type="checkbox"/> Other	<input type="checkbox"/> New <input checked="" type="checkbox"/> Alteration	<input type="checkbox"/> Sewer only <input checked="" type="checkbox"/> Special Inspection	<input type="checkbox"/> Water Service Only <input checked="" type="checkbox"/> Manufactured Home Setup	<input type="checkbox"/> Remanufactured Home Setup Manufactured Home Setup
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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:

1. One- and two-family dwellings containing not more than 3,500 feet of building area.
2. Alterations and repair work determined by the plumbing official to be of a minor nature.
3. 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, 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 Michigan Public Act 299 of 1980 (MCL Chapter 339) and shall bear that architect's or engineer's seal and signature.

<input type="checkbox"/> Plans Not Required
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## 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.

SIGNATURE OF PLUMBING CONTRACTOR, MASTER PLUMBING CONTRACTOR OR HOMEOWNER (Homeowners signature indicates compliance with Section VI).

Homeowner Affidavit) \_\_\_\_\_ DATE \_\_\_\_\_

## VI. 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 Big Rapids Township Plumbing Inspector. I will cooperate with the Township Plumbing Inspector and assume the responsibility to arrange for necessary inspections.

## VII. Fee Clarification

**Item #2, Mobile Home Unit Site:** 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.

**Complete Application on Back Side**

## VII. Fee Clarification continued

Item #3, 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	Water Outlet or Connection to Heating System
Lavatories	Emergency Shower	Cupidor	Washing Machine	Water Outlet or Connection to Filters
Shower Stall	Garbage Grinder	Dishwasher	Acid Waste Drain	Connection to Sprinkler System (irrigation)
Laundry Tray	Water Outlet Cooler	Refrigerator	Embalming Table	Water Connected Sterilizer
Urinal	Ice Making Machine	Bed Pan Washer	Water Heater	Water Connected Dental Chair
Autopsy	Water Connected Still	Water Connection to Carbonated Beverage Dispenser		

## VIII. Fee Chart — enter the number of items being installed in multiples to calculate the total fee.

	FEE	*ITEMS	TOTAL		FEE	# ITEMS	TOTAL
1. Application Fee (non-refundable)	\$60	1	\$60	14. Water Distributing Pipe System 3/4" Water Distribution Pipe	\$5		
2. Mobile Home Site (ea.)	\$5			15. 1" Water Distribution Pipe	\$10		
3. Fixtures (ea.) see above	\$5			16. 1 1/4" Water Distribution Pipe	\$15		
4. Stacks (ea.) Soil, Waste, Vent and Conductor	\$3			17. 1 1/2" Water Distribution Pipe	\$20		
5. Sewage Ejector, Sumps (ea.)	\$5			18. 2" Water Distribution Pipe	\$25		
6. Sub-Soil Drains (ea.)	\$5			19. Over 2" Water Distribution Pipe	\$30		
7. Water Services Less than 2"	\$5			20. Reduced Pressure Zone Backflow Preventer	\$5		
8. Between 2.1" and 5.9"	\$25			21. INSPECTIONS (Additional) rough-in, etc.	\$60		
9. Over 6"	\$50			22. Final Inspection	\$75	1	\$75
10. Connection Building (bldg., drain-bldg., sewers)	\$5			23. Hourly or fractional fee	\$50		
11. Sewers (less than 6") Sanitary, Storm or Combined	\$5			24. Certification Fee	\$10		
12. Over 6"	\$25			25. Other	\$50		
13. Manholes, Catch Basins (ea.)	\$5			26. Fee for work Started Without Permit – up to \$500	\$500		

**TOTAL FEE DUE** \_\_\_\_\_

## IX. INSTRUCTIONS FOR COMPLETING APPLICATION

**GENERAL:** Plumbing work shall not be started until the application for permit has been filed with Big Rapids Township. All installations shall be in conformance with the State Plumbing Code. No work shall be concealed until it has been inspected. The telephone number to schedule an inspection is provided on this permit form. When ready for an inspection, call Big Rapids Township Building Department to schedule, providing as much advance notice as possible. Please provide the 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 closed when no inspections are requested and conducted within 180 days of the date of issuance or the date of a previous inspection. Closed permits cannot be refunded or reinstated.

**WHERE TO SUBMIT APPLICATIONS:** For your convenience, Big Rapids Township operates its own local permit program for code enforcement and applications. Permits within the jurisdiction of Big Rapids Township should be submitted to:

**Big Rapids Township Building Department, 14212 Northland Drive, Big Rapids, MI 49307**

**Phone: 231-796-3603 Fax: 231-796-2533 Web Site: [www.bigrapidstownshipmi.gov](http://www.bigrapidstownshipmi.gov)**

**Or by email to: [office@bigrapidstownshipmi.gov](mailto:office@bigrapidstownshipmi.gov)**

The Big Rapids Township Building Department will not discriminate against any individual or group because of race, sex, religion, national origin, color, marital status, handicap or political beliefs.

**Make checks payable to: BIG RAPIDS TOWNSHIP BUILDING DEPARTMENT**

**or Online at [www.bigrapidstownshipmi.gov](http://www.bigrapidstownshipmi.gov)**

**NO REFUNDS AFTER 30 DAYS**