

OFFICE USE ONLY

Date Received: _____ PERMIT NO.: _____

Intake Staff: _____ ISSUE DATE: _____

Initial Fees Paid: _____ Final Fees Paid: _____

City of Highland Park
Water Department
14110 Woodward Avenue
Highland Park, MI 48203



Customer Service Center Hours
M-F 8:00AM – 4:30PM
hpwaterdepartment@metroca.net
Phone (313) 865-1876

Water & Sewer Permit Application

I. Project Location				
Name of Owner/Agent		Has building permit been obtained for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Required		
Lot #	Subdivision	Unit #	Telephone Number	
Street Address				
II. Contractor Information				
Name		State License Number	Expiration Date	
Street Address		State Registration Number	Local Licensing Jurisdiction	
City	State	Zip Code	Local License Number	Expiration Date
Telephone Number		Federal Employer ID Number (or reason for exemption)		
Workers Compensation Insurance Carrier (or reason for exemption)		MESC Employer Number (or reason for exemption)		



Water & Sewer Permit Application

III. Project Description

Please contact the Water Department 48 hours in advance to schedule an inspection.

IV. Project Type (check all that apply)

<input type="checkbox"/> Single Family	<input type="checkbox"/> Commercial	<input type="checkbox"/> Demolition	<input type="checkbox"/> Demolition Disconnection	<input type="checkbox"/> New
<input type="checkbox"/> Multi-family	<input type="checkbox"/> Industrial	<input type="checkbox"/> Construction	<input type="checkbox"/> Water Service Only	<input type="checkbox"/> Modification - Water Structure
<input type="checkbox"/> School	<input type="checkbox"/> Religious	<input type="checkbox"/> Special Purpose	<input type="checkbox"/> Sewer Only	<input type="checkbox"/> Modification - Sewer Structure
<input type="checkbox"/> Other _____	<input type="checkbox"/> State-Owned	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Hydrant Use	<input type="checkbox"/> Water Dept. Business

V. 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 dwelling containing not more than 3,500 square feet of building area.
2. Alterations and repair work determined to be of a minor nature, by the Water Department.

If the work that is being performed is described above, check box "Plans Not Required" listed below.

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 299 of the Public Acts of 1980, as amended, and shall bear the architect's or engineer's signature and seal.

Have Plans been submitted? (See requirements in this section above) Yes No Plans Not Required

VI. Hydrant Use

Property Address:

Cross Streets:

For a Period of: _____ from _____ to _____

City of Highland Park
Water Department
14110 Woodward Avenue
Highland Park, MI 48203



Customer Service Center Hours
M-F 8:00AM – 4:30PM
hpwaterdepartment@metroca.net
Phone (313) 865-1876

Water & Sewer Permit Application

For the Following Purpose:

Hydrant No.:

Est. No. of Days:

VII. Applicant Signature

Date: