



Sewer Application Packet Includes the Following Items

- Application For Sewer Contractor's License

Plumbing/Excavator Contractor must have the following:

1. Application Completed
2. \$25.00 dollar license fee
3. Copy of insurance with Grattan Township as Certificate Holder
4. Surety Bond for \$10,000.00 good for one year

- Sewer Permit Application

1. Filled out and signed by Applicant
2. Sewer Permit Application Disclosure Form – Read & Sign by all Property Owners on Deed

Special Attention to number 2, 10, 12, 16, & 18, of the Disclosure Form

3. Check or Money Order for the Permit - Contact the Sewer Billing Department for Permit Price (616) 691-8450

APPLICATION FOR SEWER CONTRACTOR'S LICENSE

TOWNSHIP OF GRATTAN

Building Department, 12050 Old Belding Road, N.E., Belding, MI 48809-9318, (616) 691-8450, Fax (616) 691-8804

<p><i>(For Dept. Use Only)</i></p> <p>Township Approval: <input type="checkbox"/> Granted <input type="checkbox"/> Denied <small>(check one)</small></p> <p>_____ Signature</p> <p>_____ Title</p> <p>Date: _____</p> <p>License No. _____</p>	<p>1) <input type="checkbox"/> GUARANTEE (in the amount of \$10,000) <input type="checkbox"/> PERFORMANCE BOND <input type="checkbox"/> LETTER OF CREDIT</p> <p>2) <input type="checkbox"/> LICENSE FEE (\$25.00)</p> <p>3) <input type="checkbox"/> COPY OF CONTRACTOR'S LICENSE</p> <p>4) <input type="checkbox"/> CERTIFICATE OF INSURANCE</p> <p>IMPORTANT: The required fee must accompany each application. Do not send cash or post-dated checks. Make all checks and money orders payable to: TOWNSHIP OF GRATTAN.</p>
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Pursuant to the Grattan Township Sewer Connection, Use and Rate Ordinance, I hereby apply for a Sewer Contractor's License in the Township of Grattan and submit that the following information is true and correct:

BUSINESS INFORMATION

BUSINESS NAME	BUSINESS PHONE #	BUSINESS FAX #
BUSINESS ADDRESS	(City)	(State) (Zip)
LICENSE HOLDER'S NAME	CONTRACTOR'S LICENSE #	
TYPE OF BUSINESS <input type="checkbox"/> INDIVIDUAL PROPRIETORSHIP <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> LLC <input type="checkbox"/> CORPORATION	FED I.D. OR S.S. #	
PUBLIC LIABILITY INSURANCE CARRIER	POLICY #	
POLICY LIMITS (A license will not be granted unless the minimum amounts of insurance, as set forth below, are in effect.) <input type="checkbox"/> all damages caused by accidents attributable to the work (\$100,000/person) <input type="checkbox"/> bodily injury per accident (\$300,000/accident) <input type="checkbox"/> property damage (\$100,000) <input type="checkbox"/> written evidence that 30 days' notice of cancellation of policy is required <input type="checkbox"/> worker's compensation insurance - Policy No. _____, Insurance Carrier (if different than above) _____		
INSURANCE AGENT NAME	PHONE	POLICY PERIOD

BUSINESS OWNER INFORMATION

NAME	ADDRESS	PHONE #
BIRTH DATE	TITLE	

APPLICANT INFORMATION

NAME	ADDRESS	PHONE #
BIRTH DATE	TITLE	

I hereby certify that the statements contained herein are true and correct to the best of my knowledge and belief. I understand that if I knowingly make any false statement herein, I am subject to such penalties as may be prescribed by law or ordinance. I authorize the Township to obtain any information that it requires concerning statements in this application, which shall remain the property of Grattan Township.

I agree to indemnify and save harmless Grattan Township, Vergennes Township and the owner of the premises against all damages, costs, expenses, outlays and claims of every nature and kind arising out of mistakes or negligence on the part of the business or applicant in connection with the work performed under this license. The bond/letter of credit shall remain in force and effect for the extent of the license period.

I agree that if a sewer license is granted, I will faithfully perform all work in accordance with the laws, rules and regulations established under the authority of the Township pertaining to sewers and plumbing with due care and skill.

_____ DATE	_____ SIGNATURE OF APPLICANT _____ TITLE
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IF YOU NEED ASSISTANCE OR REQUIRE FURTHER INFORMATION, PLEASE CALL THE SEWER DEPARTMENT AT (616) 691-8450 BETWEEN THE HOURS OF 9 AM AND 4 PM, MONDAY THROUGH THURSDAY. FORM NO. 06-513 Updated 06/2016

SEWER PERMIT APPLICATION DISCLOSURE FORM

The Property Owner hereby certifies to the Township that all of the information set forth in the Application under "Applicant" is true, correct and complete. In addition, the undersigned Property Owner hereby acknowledges and agrees to the following:

1. The application for and approval by the Township of a sewer permit, the connection to the public sewer system and the use of the public sewer system shall be subject to all terms and conditions of the Grattan Sewer Connection, Use and Rate Ordinance (the "Sewer Ordinance"), a copy of which is on file and available for public inspection at the Grattan Township Hall.
2. **No Sewer Permit will be issued by the Township:**
 - A. Until all fees set forth in the Permit Application Checklist are paid in full (§503(d) of Sewer Ordinance);
 - B. If the Sewer System does not have capacity to serve the Premises (§503(b) of Sewer Ordinance);
 - C. Until all zoning and land use approvals required for the proposed use of the premises have been made by the Township (§502(c) of Sewer Ordinance); and
 - D. Until all wetland, soil erosion and other site specific permits have been issued by the Township, MDEQ or other applicable agency (§502(c) of Sewer Ordinance).
3. If the Sewer System has capacity to serve the Premises but the Sewer System is not physically available to serve the Premises, the Property Owner acknowledges that the System may be extended only in accordance with Article III of the Sewer Ordinance and that, in general, the Property Owner shall be responsible to pay the cost of such extension.
4. After a Sewer Permit is issued by the Township, construction of the sewer connection may not commence until the Township issues a valid building permit.
5. The Township will not issue a Building Permit until a Sewer Permit has been issued (§502(c) of Sewer Ordinance).
6. The Property Owner is responsible for obtaining all permits required for work within County roads from the Kent County Road Commission.
7. If there is no Service Stub available for the building site, the Property Owner is responsible for the cost of acquiring and installing a Service Stub in accordance with Township Engineering Specifications (§702(c) of Sewer Ordinance).
8. Depending upon the physical circumstances of the building site and the available public sewer, the Property Owner may be required to install, operate, maintain, repair and replace a lift pump and/or grinder pump at the expense of the Property Owner as part of the connection to the Sewer System (§503(c) of Sewer Ordinance).
9. Construction of the building drain, building sewer and the connection to the service connection shall comply with all requirements of the Sewer Ordinance and Township Engineering Specifications (§503 (c) of Sewer Ordinance).

10. Only an excavator (contractor) or plumber registered and licensed by the Township may construct and install a service connection. To be licensed, a contractor or plumber must submit an Application for Sewer Contractor's License to the Township, pay the required license fee, deposit a cash bond good for one year or letter of credit, provide a copy of their valid State license and maintain public liability insurance as specified in the Sewer Ordinance. A sewer contractor's license must be renewed each Township fiscal year (§§502 and 515 of Sewer Ordinance).
11. An exception to #10 is created when an existing sewer line is disconnected inside (if the line is cut outside the foundation a separate inspection fee will be charged) the basement for purposes of erecting a new structure. It is not necessary to dig and disconnect the sewer lateral at the property line. The lateral must be cut at the foundation wall and capped during construction. A registered sewer plumber is not required for this work. The building plumber may reconnect the line when the new plumbing is installed. An inspection of the reconnection by the Township Plumbing Inspector is required (if this inspection is done separately from other plumbing inspections an additional inspection charge will be incurred). If any rerouting of sewer lines is performed, then an inspection by the Township operation people will be required since the regular plumbing inspector will not be responsible for the inspection of this rerouted line outside of the structure. Neither a disconnect or reconnect permit is required for this scenario. If any remodeling work requires the disconnection of the lateral, the same rule applies.
12. The Building Sewer and Service Connection must be inspected by the Township's designated Inspector before the excavation is filled in. A 24-hour notice is required for inspection. The connection will not be approved unless installed by a Township licensed sewer contractor. The Township Inspector is Chris Chambers, Infrastructure Alternatives, (616-401-1534); emergency (616-776-9656) (§510 of Sewer Ordinance).
13. If a building permit is not issued within one year after the date of issuance of a Sewer Permit, then the Sewer Permit shall automatically expire at that time (§502(e) of Sewer Ordinance).
14. If the building permit is issued but expires prior to commencement of construction, then the Sewer Permit shall expire at the same time as the building permit (§502(e) of Sewer Ordinance).
15. If a Sewer Permit expires before commencement of construction, the Connection Fee and Service Stub Fee, if any, paid by or on behalf of the Property Owner shall be refunded by the Township and the Inspection and Permit Fee, the civil penalty, if any, and the Miscellaneous User Fee, if any, will be retained by the Township. In the event the Property Owner subsequently re-applies for a Sewer Permit, then all requirements of the Sewer Ordinance shall apply including, without limitation, the payment of all fees set forth in the Permit Application Checklist, including an additional Inspection and Permit Fee (§502(e) of Sewer Ordinance).
16. User Charges shall begin to accrue for a Premise as of the earlier of the date of issuance or an occupancy permit for the Premise or the date which is 150 days after the date of issuance of a building permit for the Premise.
17. The Township shall use the "Connection Address" set forth on the Sewer Permit Application for the billing of Sewer Rates and Charges. In the event the Property Owner wants a

different billing address to be used by the Township, the Property Owner shall be responsible for notifying the Township in writing of the address change (§717 of Sewer Ordinance).

18. The Property Owner shall be responsible for paying the User Charge effective upon the earlier of the date of issuance of an occupancy permit or 150 days after the date of issuance of a building permit (§705(d) of Sewer Ordinance).

PROPERTY OWNER(S)

Dated: _____ * _____

Dated: _____ * _____

*Print Names under Signature(s). If Property Owner is a married couple, signatures from both husband and wife are required.