

# CITY OF GRAND HAVEN GRAND HAVEN, MICHIGAN

## WATER OR SEWER TAP PERMITS

### PROCEDURE

1. Applicant to receive application and fee schedule at the Department of Public Works, R.V. Terrill Building, 1120 Jackson Street, Grand Haven, Michigan or at City Hall, 519 Washington Street, Grand Haven, Michigan.
2. Application to be filled out by applicant and filed with the Director of Public Works at the R.V. Terrill Building, 1120 Jackson Street, Grand Haven, Michigan. (*This is not a mailing address*). Mailing address: City of Grand Haven DPW, 519 Washington Avenue, Grand Haven, MI 49417,
3. The Public Works Manager will fill out lateral location and determine cost of the sewer tap and the Water Facilities Manager will determine the cost of the water tap. The applicant will be notified when the permit is ready to be picked up and the cost for the permit.
4. Sewer lines will be required to have a minimum grade of 1/8 inch per foot. A pressure test of 5 pounds of air for 15 minutes or a pressure test of a 10 foot head of water for 15 minutes using the same size pipe as the sewer line is required. Also, each end of the line will have to be inspected. The inspections are to be done by the Public Works Department. The pressure test and inspection must be **PRIOR TO BACK-FILLING OF THE SEWER LINE.**

NOTE: Only clean sand fill shall be used for backfill. Compacted to a minimum of 95 percent (95%) density.

5. Department of Public Works to send a copy of the sewer/water tap permit to:

DPW /Water Division  
DPW/Sewer Division  
Finance Department  
Clerk/Treasurer Department

6. \_\_\_\_\_ (Please initial after reading the above)

**APPLICATION OF SEWER AND WATER TAPPING PERMIT**

**CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN**

- I. Location of Lot Date: \_\_\_\_\_
- Address: \_\_\_\_\_
- Parcel Number: \_\_\_\_\_
- II. Property Owner: Telephone: \_\_\_\_\_
- Name: \_\_\_\_\_
- Address: \_\_\_\_\_
- City: \_\_\_\_\_
- State: \_\_\_\_\_ Zip Code: \_\_\_\_\_
- III. Contractor : \_\_\_\_\_ Telephone: \_\_\_\_\_
- Name: \_\_\_\_\_
- Address: \_\_\_\_\_
- City: \_\_\_\_\_
- State: \_\_\_\_\_ Zip Code: \_\_\_\_\_
- IV. Type of Tap Requested (Check):
- Sewer Tap: \_\_\_\_\_ Permit No. \_\_\_\_\_
- Water Tap: \_\_\_\_\_ Permit No. \_\_\_\_\_

Return completed form to the Department of Public Works, 1120 Jackson, Grand Haven, MI 49417  
(*This is not a mailing address*)

This application will be processed by the required city departments. The applicant will be notified when the permit is available at the Department of Public Works.

# SEWER AND WATER TAPPING FEE SCHEDULE

## CITY OF GRAND HAVEN GRAND HAVEN, MICHIGAN

### Water Tap Fee

1 inch meter \$2,000.00

Water tap fee includes meter, curb shut-off and copper line to property line.

Meter Pits, if needed, add \$1000.00.

Greater than 2" - Owner must supply contractor. Flat Fee Hook-up \$500.00

All other water meter sizes to be estimated at the time of request on a time-and-material basis.

### Sewer Tap Fee

Existing lateral to property line installed as a special assessment \$50.00

**EXCEPTION:** Moreland Ave. connection fee \$5,500 set by Council in 1995.  
Kooiman Ave. connection fee \$2,540 set by Council in 1999.

No lateral - No special assessment \$2,500

SEWER AND WATER TAP INFORMATION

CITY OF GRAND HAVEN  
GRAND HAVEN, MICHIGAN

**DO NOT WRITE BELOW THIS LINE**

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TO BE FILLED OUT BY **CITY STAFF**

**WATER TAP**

TAP SIZE	LABOR AND MATERIAL	
1"		
1.5"		
2"		
>2"	Owner must contract service to install	
	<b>WATER TAP</b>	

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**SEWER TAP**

IS LATERAL AVAILABLE AT REQUESTED LOCATION? YES \_\_\_\_\_ NO \_\_\_\_\_

LATERAL LOCATION \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

LATERAL DEPTH: \_\_\_\_\_

SEWER TAP FEE: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

SEWER TAP PERMIT NO. \_\_\_\_\_ DATE: \_\_\_\_\_

WATER TAP PERMIT NO. \_\_\_\_\_ DATE \_\_\_\_\_

FINANCE DEPARTMENT \_\_\_\_\_

CLERK/ TREASURER \_\_\_\_\_