



City of Marshall
WATER/SEWER SERVICE APPLICATION

Telephone (269) 781-3985

Fax (269) 789-4628

Address:

323 W Michigan Ave, Marshall,
Michigan 49068

Applicant: Please complete this form and return to the Building Department. See attached fee schedule for fees & payment requirements.
Compliance with the adopted codes is the responsibility of the building design professional, owner and builder.

Date of Application: _____ Installation Date Requested _____

****Minimum 2 Weeks Notice****

Building Owner: _____ Project _____
Address _____

Owner's Address: _____

Contact Person _____
& phone number: _____

Contact e-mail: _____

Business name of proposed connection (other than single family): _____

Type of building to be connected:

() Residential Commercial () Industrial

Meter Size Requested: (5/8" Minimum) _____ **Irrigation/Sprinkler Meter** Yes No

Service Size Requested: (1" Minimum) _____

CONDITIONS OF SERVICE

1. NO BACKFILL SHALL BE PLACED UNTIL THE WORK HAS BEEN INSPECTED BY THE CITY OF MARSHALL

****MINIMUM ONE WORKING DAY NOTICE** PHONE (269)781-2210**

2. Service will be constructed from the City water main to the curb stop valve by the City. The Owner must install a shut-off valve on the City side of the meter for draining. **Irrigation meters must have proper backflow prevention device installed.**

3. The City retains ownership of the service line (from the water main to the curb stop valve) and the meter. Repairs to the service line (from the water main to the curb stop valve) and the water meter will be made by the City. The property owner will be held responsible for damage to the meter as a result of carelessness on the part of the owner. Homeowners may request a new meter at their expense.

4. All necessary plumbing and building permits must be obtained prior to the construction of the water service.

5. All water services shall adhere to the City of Marshall Utility Rules and Regulations

I certify that I have read and accept the CONDITIONS OF SERVICE set forth above:

SIGNATURE OF APPLICANT: _____

No individual or entity shall be subjected to discrimination or harassment by the City of Marshall on the grounds of race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, genetic information, height, weight, disability, veteran status, familial status, marital status, or any other legally protected status under federal and state laws. If you need help with reading, writing, hearing, etc, under the Americans with Disabilities Act, you may make your needs known to this agency.

Please mark what type of service:

 Water Only **Sewer Only** **Water and Sewer**

PERMIT FEES

Fee #	Description of Service	\$/HR	# of Hrs	Total	Payment Requirements
1	Permit Fee GL# 101-000-451.01	\$75.00	N/A		Due at time of application
2	Water Capacity Fee GL# 591-000-671.01	\$960.00 REU	X		Due at issuance of permit
3	Sewer Capacity Fee GL# 590-000-671.01	\$1840.00 REU	X		Due at issuance of permit
4	Installation of 1" Service GL# 591-000-626.00	Time and Materials	X		Due after construction of water service
5	Installation of 2" Service GL# 591-000-626.00	Time and Materials	X		Due after construction of water service
6	Water Inspection Fee GL#591-000-607.00	\$40	X		Due prior to activation of service
7	Sewer Inspection Fee GL#101-000-451.01	\$40	X		Due prior to activation of service
8	Meter 1/2", 3/4" including labor: GL# 591-000-626.00	TBD	N/A		Due prior to activation of service
9	Meter 1" including labor GL# 591-000-626.00	TBD	N/A		Due prior to activation of service
10	Meter 2" including labor GL# 591-000-626.00	TBD	N/A		Due prior to activation of service
11	Meter greater than 2" will be contracted to include cost of meter and labor	TBD	X		Due prior to activation of service
TOTAL CHARGES BILLED:					

TBD = To be determined by City of Marshall Staff

TO THE APPLICANT- You will be notified within **10 business days** (unless otherwise notified) as to whether your project has been approved or if any other information is needed. If your project is denied, you will be notified of the reasons why. If approved, you will be informed of the permit and bond fees due. Once paid you will be issued your permit, and you can start work. **Please make sure that you have completed, signed, and have all the necessary paperwork submitted** with your application so that your approval will not be delayed. Contact the Building Department at: (269) 781-3985 ext. 1501 if you have questions

*****FOR CITY USE *****

Water Completed by: _____

Sewer Completed by: _____