

PITTSFIELD CHARTER TOWNSHIP
Permit Application for Utility Construction
Ordinance No. 253
6201 W. Michigan Avenue, Ann Arbor, Michigan 48108
734-822-3109

| | |
|---|------------------|
| Permit Number | <u>USW</u> |
| Date Paid | _____ |
| Administrative Fee Paid (Non-Refundable) | <u>\$ 500.00</u> |
| Permit Fee Paid (Escrow) | <u>\$</u> _____ |

Name of Project _____
 Location _____
 Description of Project _____

Owner _____
 Address _____
 City, State, Zip Code _____
 Representative _____
 Phone _____ Fax _____

Engineer _____
 Address _____
 City, State, Zip Code _____
 Representative _____
 Phone _____ Fax _____

Contractor _____
 Address _____
 City, State, Zip Code _____
 Representative _____
 Phone _____ Fax _____

I represent that the foregoing application is correct and agree to pay the fees required.

Signature of Owner: _____

MDEQ-Water Permit No. _____

MDEQ-Sewer Permit No. _____

Date of Issue _____

Date of Issue _____

MDEQ-Wetlands Permit No. _____

Date of Issue _____

| | | |
|------------------------------|----------------|----------|
| Estimated Cost of Utilities: | Water Main | \$ _____ |
| | Sanitary Sewer | \$ _____ |
| | Storm Sewer | \$ _____ |

Approved By:

| | |
|--------------------------|------------|
| Utilities Director _____ | Date _____ |
| Engineer _____ | Date _____ |

All Construction shall conform to Pittsfield Township Utility Regulation Ordinance No. 253 (effective November 25, 2002) and the most current Engineering Design Standards. The Township Engineer's specifications for construction in Pittsfield shall be used when the above may not apply. This permit is not valid unless signed by the above.

See Next Page for Fees and Conditions
Procedures For All Utility Construction

1. Applicant is strongly encouraged to contact the Utilities Director at 734-822-2109 for procedure. No work can be started until the permit is approved.
2. Applicant completes the permit application and submits a hard copy of the proposed construction schedule.
3. An administrative and permit fee shall be paid at the time the application is filed. The Proprietor shall provide an itemized utility installation cost estimate that will be reviewed by the Township Engineer per Section 4.1 of the Township Utility Installation Ordinance. The Township shall charge all Township review and construction administration expenses related to the installation, acceptance and dedication of the utilities permitted, including but not limited to shop drawing reviews, construction observation, punch lists and legal expenses.

a. Non-Refundable Administrative Fee = \$500.00

b. Escrow Deposit

~ All utilities not under the final control of other agencies:

| Utilities Cost Estimate | Permit Fee |
|--------------------------------|--------------------------------|
| \$0 to \$50,000 | \$10,000 |
| \$50,001 to \$200,000 | 13% but not less than \$15,000 |
| Over \$200,001 | 10% but not less than \$30,000 |

~ Drainage facilities to be reviewed and inspected by Pittsfield Township for the WCDC. Facilities reviewed and inspected for the WCDC require a final inspection to be conducted by the WCDC.

8% of Cost Estimate to Construct the Utility

The Township may unilaterally adjust the amount to be deposited. If the Township at any time determines the amount in the account to be inadequate, 30% or below of original escrow, the Township may direct the applicant in writing to deposit additional sums in \$4,000.00 increments. Any such request shall, however, be accompanied by an up to date billing statement. Such additional funds shall be delivered to the Township within fourteen (14) days of the date of written request to Proprietor. In the event the funds in the escrow account are depleted and not timely supplemented as stated above, then a stop work order shall be issued and no permits or certificates of occupancy shall be issued to the Proprietor for any work on the subject project.

4. Depending on the size and scope of the project, the Utilities Director will make a decision as to how the project will be handled.
 - a. Relatively small improvements will be handled by the Field Foreman.
 - b. Construction of any water main and/or sanitary sewer which is designed or intended to serve two or more buildings, or designed for a fire hydrant will be processed by the Township Engineer.
5. Once plans are approved by the Department, the applicant will submit sufficient plans to be forwarded to MDEQ.
6. Once all approvals are secured, fees paid, pre-construction meeting held, and shop drawings approved, the Department will issue the Utility Construction Permit.
7. Appropriate easements must be approved by the Township Engineer and recorded prior to final acceptance of Township utilities.

No Work Can Be Started Until The Permit Is Issued