



CITY OF DEARBORN WATER & SEWERAGE DIVISION SERVICE TAP REQUEST REVIEW FORM

FOR ANY QUESTIONS REGARDING THIS FORM, CONTACT (313) 943-2307 OR EMAIL THE DEARBORN WATER DIVISION AT dearbornwater@ci.dearborn.mi.us.

DATE OF SUBMITTAL _____ NAME OF APPLICANT _____

ADDRESS OF NEW TAP _____ LOT NO. _____

BETWEEN STREETS _____ AND _____

THE SIZE OF THE SERVICE (MINIMUM 1”) AND WATER METER WILL DIRECTLY AFFECT THE CUSTOMER’S QUARTERLY WATER BILL.

SIZE OF SERVICE _____ SIZE OF METER _____

PLEASE CHECK ALL BOXES THAT APPLY TO THIS TAP:

- RESIDENTIAL
- COMMERCIAL
- NEW CONSTRUCTION
- REPLACES EXISTING SERVICE
- IN ADDITION TO EXISTING SERVICE(S)
- FIRE SUPPRESSION SERVICE
- COUNTY OR STATE ROAD – CONTRACTOR RESPONSIBLE FOR INSTALLATION – SEE CITY ENGINEER

FIRE SUPPRESSION SERVICE

- For questions regarding fire suppression systems, please call the Fire Marshall at 313-943-2838.
- If you have any questions regarding backflow prevention or need assistance determining which device is to be installed, please call (313) 943-4468.
- If the tap applied for is a fire suppression system, you must supply us with the name and telephone number of the fire protection company who will be installing the fire suppression system.
- The contractor must supply the Dearborn Water Division with a copy of the fire suppression system plans. These plans must show the fire line location and the riser in profile including the restrained joints and thrust blocks.

CONTRACTOR _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

CONTRACTOR PHONE NO. _____ EMAIL _____

FIRE PROTECTION CO. _____

PHONE NO. _____ EMAIL _____

PLUMBER’S NAME _____ LICENSE NUMBER _____

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ATTENTION

- 1) THE DEARBORN WATER DIVISION WILL NOT BE RESPONSIBLE FOR SCHEDULING DELAYS IF THE PROPERTY IS INACCESSIBLE DUE TO CONSTRUCTION MATERIALS, DEBRIS, OR EQUIPMENT WITHIN A 15-FOOT RADIUS OR IF THE SERVICE LINE (UP TO 2" ONLY) HAS NOT BEEN BROUGHT TO THE PROPERTY LINE, STAKED, AND EXPOSED.
- 2) WHEN FULL PAYMENT IS MADE AND THE COPPER IS UP TO THE PROPERTY LINE AND EXPOSED, THE TAP WILL BE PLACED ON THE SCHEDULE TO BE COMPLETED. THE SCHEDULING IS GENERALLY ON A FIRST-COME, FIRST-SERVE BASIS WHEN CREWS ARE AVAILABLE AFTER EMERGENCIES AND OTHER PRIORITY TASKS.
- 3) Most taps can be completed within four (4) to six (6) weeks from the date of full payment. Due to other maintenance commitments, we cannot offer specific dates for completion of the tap.
- 4) The contractor/plumber will be held directly responsible for replacing any broken sidewalks due to the tap installation. All sidewalks must be replaced before a Certificate of Occupancy will be issued, and the contractor/plumber is responsible to maintain safe pedestrian accessibility during the entire construction project.
- 5) All taps to be performed on county or state roads are to be performed by the contractor. The contractor will be responsible for the labor, material costs, traffic control, and restoration. The contractor will be required to acquire their own county or state permits and pay all bonds and inspection charges. The contractor will apply and schedule this work through the City of Dearborn Department of Engineering and pay their associated fees as well as all applicable Dearborn Water Division tapping and inspection fees.
- 6) If the tap is for a fireline, the final connection cannot be made until all testing has been completed and has successfully passed. Copies of the approved hydrostatic test and bacteriological test must be submitted to both the Dearborn Water Department and the Dearborn Fire Department prior to the final connection.
- 7) The City of Dearborn Water Department will restore the damaged lawn area that has been disturbed due to the water tap with topsoil and seed only.
- 8) All scheduling questions should be directed to the Dearborn Water Department at 313-943-2307.

SEASONAL ALERT

TAP APPLICATIONS SUBMITTED FROM NOVEMBER 1 THROUGH FEBRUARY 15 MAY BE SUBJECT TO PROLONGED SCHEDULING DELAYS DUE TO A PRIORITY ON HYDRANT AND WATER MAIN BREAK REPAIRS AND/OR FROST CONDITIONS.

APPLICANT SIGNATURE _____

PHONE NO. _____ FAX NO. _____

EMAIL _____