



5151 Marsh Road, Okemos, MI 48864  
Phone: 517.853.4440  
Email: [DPW@meridian.mi.us](mailto:DPW@meridian.mi.us)

PERMIT # WS \_\_\_\_\_

ADDRESS: \_\_\_\_\_

**PERMIT**

**ABANDONMENT OF DPW UTILITIES**

PROJECT ADDRESS: \_\_\_\_\_ Parcel#: \_\_\_\_\_

Demolition Description: \_\_\_\_\_

APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

Existing water & sewer drawings given/attached:  Date: \_\_\_\_\_

Water shut off at curb: WO# \_\_\_\_\_ Date: \_\_\_\_\_

Water meter removed: WO# \_\_\_\_\_ Date: \_\_\_\_\_

SESC Permit #: \_\_\_\_\_ Approved Date: \_\_\_\_\_

**To Applicant:**

**APPROVAL TO DISCONNECT WATER AND SEWER**

(Following the requirements and specifications listed on the back of this permit):

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

**To Building Department:**

WATER & SEWER PROPERLY ABANDONED Date: \_\_\_\_\_

**DPW ACCEPTANCE OF DEMOLITION TO BUILDING DEPARTMENT**

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

## **ABANDONMENT OF DPW UTILITIES FOR DEMOLITION - REQUIREMENTS**

### **Soil Erosion & Sedimentation Control (SESC)**

All demolitions require a Soil Erosion & Sedimentation Control (SESC) permit, obtained from the Department of Public Works. All SESC permits require a sketch, please see SESC requirements.

### **Sanitary Sewer**

1. Sanitary sewer leads need to be capped **BEFORE** the demolition/razing of a structure. They must be bulk-headed with a water-tight plug at the road right of way line, or easement.
2. A two by four (2x4) post must be vertically placed over the capped end, and placed at or under grade.
3. All sanitary sewer work must be done by a Meridian Township licensed sewer contractor.
4. All sanitary sewer leads must be inspected when capped, by Engineering Inspector.

### **Water:**

1. Public Works must shut the water off at the curb stop and remove water meters, preferably before electric is off.
2. If a structure will be rebuilt within three (3) months, water services must be disconnected **BEFORE** the demolition/razing of a structure. They must be physically disconnected on the building side of the curb stop, near the right-of-way line.
3. If a structure will **NOT** be rebuilt within three (3) months, the corp at the water main needs to be exposed, turned off, and the service line physically disconnected. The curb box must also be pulled out.
4. All water leads must be inspected when disconnected, by Engineering Inspector.

### **Inspections:**

**For all inspections, contact Public Works (517-853-4440). Provide a minimum of 24-hour notification.**

### **Additional Items:**

**Sidewalk:** If there is sidewalk or pathway that will be disrupted during the demolition or the water/sewer disconnects, you must follow the requirements on the sidewalk repair permit for closing of the sidewalk/pathway. If the sidewalk/pathway needs to be repaired or replaced, a sidewalk permit is required (if more than one square, 25 sf, the permit cost is \$45).

**Site Restoration:** Follow requirements of the Soil Erosion and Sedimentation Control (SESC) permit.

**Drawing/Sketch:** Perform work as shown on the approved plan. If no plan is included with the water & sewer permit, then follow the SESC plan.

**The SESC permit must be approved, and the water and sewer must be disconnected, according to Meridian Township specifications and approved before the Building Permit for demolition of a structure will be issued.**