



Detroit Water and Sewerage Department
 6425 Huber Street
 Detroit, MI 48211

WATER & SEWER SERVICE PERMIT CHECKLIST

Upon receipt of DWSD Permit Engineering Approval of drawings/plans, the following items must be submitted in order to obtain a DWSD Water and/or Sewer Service Permit:

- Signed [Application for Water and Sewer Service](#)
- Legal Description of Property* (on a legal document or a photocopy of a legal document)
- Right-of-Way (ROW) Permit* (select all that apply) N/A
 - Applied for ROW Permit with the City of Detroit Department of Public Works (DPW)
 - Attached ROW Permit from the Wayne County Road Commission (WCRC)
 - Attached ROW Permit from the Michigan Department of Transportation (MDOT)
- Copy of Master Plumber City Registration* (water or sewer permit†) N/A
- Copy of Contractor's City Registration* (sewer permit only†)..... N/A
- Copy of Master Plumber's and/or Contractor's [Insurance\(s\)](#)
- [Water System Statement of Understanding](#) (water permit only) N/A
- [Sewer Statement of Understanding](#) (sewer permit only) N/A
- [Letter\(s\) of Authorization](#) for an Agent to submit the application on behalf of the N/A
 Master Plumber and/or Contractor (must be provided on company letterhead)
- Copy of Invoice Payment Receipt (invoice will be issued after submission and review of above documents)

* Refer to the [Requirements to Issue DWSD Permit](#) for additional information.

† Water permit work must be completed by a Master Plumber registered with the City of Detroit. Sewer permit work may be completed by either a Master Plumber or a Contractor registered with the City of Detroit.

After the complete permit package, which includes the above items, has been received by DWSD it may take 3-5 days for a water and/or sewer service permit to be issued. The permit processing time depends upon the complexity of the submittal, payment of the invoice, and may take more than 5 days.