



Central Services Facility  
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[detroitmi.gov/dwsd](http://detroitmi.gov/dwsd)

July 14, 2022

Honorable Board of Water Commissioners (BOWC)  
735 Randolph St.  
Detroit, MI 48226

Dear Commissioners:

Re: 1421 Van Dyke

On July 13, 2022, the Permits and Stormwater Management Group (PSMG) responded to Alex Howebert of 1421 Van Dyke regarding his inquiry to the BOWC on the status of the permit application for this site.

Upon review of this property's permit application, it was determined that the application submitted by Mr. Howebert's plumber was missing the following documents:

- Completed Application
- Legal Description
- Plumber's City Registration License
- Liability Insurance
- Letter of Authorization (if someone besides the plumber is pulling the permit)

The PSMG reached out to Mr. Howebert on July 13, 2022 advising him on the status of his DWSD permit. PSMG also informed Mr. Howebert that we reached out to his plumber via email informing him of which documents were missing from the application. Mr. Howebert stated that he will speak to his plumber regarding the status of completing and submitting the missing documentation.

Respectfully,

*Lisa Wallick*

Lisa Wallick, P.E.  
Fields Services Director - Permits and Stormwater Management