

PERMITTING PROCEDURES

Step 1: Meeting with the Inspector

It is recommended that prior to filling out any paperwork the property owner schedule a meeting with the Sewer District Inspector to review the initial plan regarding how the connection is to be made. The Sewer District feels that this informational meeting would be beneficial to the property owner.

Step 2: Filing the Application

Prior to receiving a permit to connect to the central sewer main, the property owner must first submit a completed application form that will be reviewed by the District staff prior to the permit being issued. Instructions for filling out the application are as follows:

Property Owner's Information

The **Property Owner** must fill out the application with his/her name, mailing address, 911 address of property in question if different from mailing address, and telephone number.

Location of Property

Name of subdivision, lot number, and block number, if applicable. If not located in subdivision, please give legal description of the property as stated on the personal property tax statement.

Proof of Ownership

A copy of your Warranty Deed for the property or real estate tax statement must accompany application for permit. This is for the purpose of verifying ownership of property.

Type of Structure – Residential and/or Commercial

Example of commercial uses: Restaurants, resorts, and other general commercial uses.

Size of Structure:

Residential: 1,500 square feet or 14' x 80' manufactured home

Commercial: 1,500 square feet

If proposed structure is to be a resort or hotel, indicate the number of units.

If proposed structure is to be a restaurant, indicate the number of seats.

For structures that are to be used for commercial purposes please state the number of employees.

Utilities

Please check the appropriate box for the electric company and water supply services.

Security Deposit

A security deposit will be required prior to the permit being issued for proposed connection.

Residential Security Deposit: Fifty dollars (\$50.00)

Commercial Security Deposit: One hundred dollars (\$100.00)

Security deposits will remain on file with the Sewer District office until the account is terminated due to property transfer or at such time services are discontinued to respective customer. Interest will not be paid on security deposit refunds.

Contractor or Plumber

List the name and telephone number of the contractor or plumber scheduled to perform the connection from the structure to the grinder pump or gravity sewer stub out. Homeowner may use any contractor of their choice to make the connection from the grinder pump or gravity system; however, it is recommended that the homeowner request bids from at least three (3) contractors to ensure competitive rates.

For **new construction** connecting to the District's **sewer main**, the contractor or plumber must have on file with the Sewer District office proof of liability insurance or a general liability bond in the amount of \$5,000. This is required by the Sewer District to cover any damages that may occur to the District's collection system.

The property owner may choose to perform the connection work himself/herself; however, the owner will be held responsible for any damages that may occur to the District's collection system.

Taney County Regional Sewer District

The Taney County Regional Sewer District will not assume responsibility and/or liability for falsified applications. If a permit was issued based upon an application submitted containing false information, the permit will be immediately revoked.

Signature Block:

The legal property owner must sign application at the time the application is filed with the District staff. The District will allow an individual who has a recorded Power of Attorney to sign on behalf of the property owner.

For Office Use Only

Do not complete this box; the appropriate Sewer District staff member will complete information.