

Department of Public Works

Residential Application Process

- Step 1: Submit a completed General Connection Form (A1), with a copy of the Tax Bill, a site survey, and a S-9 form complete with applicant information.
- Step 2: Staff reviews submittal and will request any additional info, if needed.
- Step 3: Once submittal is acceptable, a Sewer Availability Letter (SAL) is forwarded to Department of Health Services.
- Step 4: Applicant can begin to obtain a Road Opening Permit.
- Step 5: Once applicant obtains Department of Health Services approval and Road Opening Permit, applicant can have their contractor schedule an inspection of the proposed work.
- Step 6: Once inspections are complete (sewer is connected and water service is connected) a final approval is issued to Department of Health Services (signed S-9 form).