

**BOLTON LAKES REGIONAL
WATER POLLUTION CONTROL AUTHORITY**



**SEWER CONNECTION AND EXTENSION POLICY &
PROCEDURE**

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I. SEWER CONNECTION AND SEWER EXTENSION – GENERAL INFORMATION

A. Permitting

Every connection permit and extension permit issued shall be subject to the *Rules and Regulations, Sewer Connection and Extension Policy & Procedure, Design and Construction Standards for Sanitary Sewers*, as well as any other policies and/or procedures and references published by the “BLRWPCA”. The permit applications shall be submitted prior to the proposed change, connection or extension and shall be accompanied by applicable fees and deposits. Per the Inter-municipal agreement with The Town of Manchester, the “BLRWPCA” must obtain connection/extension approval from the Town of Manchester prior to issuance of a permit. The Town of Manchester has a 30 day review period from the time of receipt of the application to issue an approval or denial. The “BLRWPCA” is not responsible for applicant contractor delays due to any application process.

No sewer or appurtenance may be cut into or connection made therewith, or any pipe installed, except under the direction of the “BLRWPCA”. The “BLRWPCA” shall make every effort to process the permit in a timely fashion, but makes no guarantees. Applications involve entities outside of the “BLRWPCA”’s purview. A separate and independent building sewer shall be provided for each building unless approved by the “BLRWPCA”.

B. Permit Suspension/Revocation

In the event the premises changes ownership before the work is completed, or if another contractor is chosen to perform or finish the work, the original permit shall become void, and a new permit shall be obtained by the new parties in interest. All previous fees and deposits shall be forfeited by the Applicant. Permits shall not be transferable or assignable by the applicant or any other party without the written permission of the “BLRWPCA”. Based on the individual circumstances, the new permit may be issued administratively.

The “BLRWPCA” may suspend or revoke permits to connect to the public sewer for good cause until the next meeting of the “BLRWPCA” and shall report the matter at such meeting. Such suspended permit and any complainant in said matter shall be notified of such meeting and afforded an opportunity to be heard on the matter at that time. The “BLRWPCA” may, after said opportunity to be heard has been provided, revoke such permit or may extend the suspension of such permit for such period or limit the activities of such permit in such manner as may appear to be in the public interest.

The “BLRWPCA” shall be held harmless as a consequence of connection permit revocation or the cause thereof. All other parties in interest shall be held to have waived the right to claim damages from the “BLRWPCA” or its agents on account of connection permit revocation.

No permit shall be issued to any contractor for additional work if the contractor, in previous work, has failed to comply with applicable environmental or safety requirements, or has caused damage and failed to repair it, or has failed to reimburse the “BLRWPCA” for any expenses it may have incurred to remediate any damage caused by the contractor.

C. Disallowed Connections

No storm water, surface water runoff, groundwater, commercial water treatment discharges, pool and hot tub backwashes are to be connected to the public sewerage system. This includes but is not limited to; yard drains, roof leaders, downspouts, sump pumps, foundation drains, footing drains, French drains, curtain drains, etc. The contractor and property owner shall be responsible to see that only the types of wastes specifically permitted by this permit and other BLRWPCA policies, procedures and ordinances are allowed in the public sewer as a result of the sewer connection and/or extension permit.

D. Obtaining Approvals by Other Agencies and Departments

Per the Inter-municipal agreement with The Town of Manchester, the “BLRWPCA” must obtain connection/extension approval from the Town of Manchester prior to issuance of a permit. The Town of Manchester has a 30 day review period from the time of receipt of the application to issue an approval or denial. The “BLRWPCA” is not responsible for applicant contractor delays due to any application process.

It shall be the responsibility of the Applicant to apply for the other local and state permits (as required) prior to any construction including, but not limited to the following:

1. Planning and Zoning
2. Inland/Wetlands Permit
3. Health District Well Drilling Permit
4. Connecticut DEEP General Wastewater System Extensions permits
5. Connecticut Department of Transportation Encroachment Permit
6. Army Corps Of Engineers Permit
7. Connecticut DOT Encroachment Permit
8. Water Quality Based Permits for Commercial or Industrial Discharges e.g. – NPDES Permit
9. Technology Based Permits for Commercial or Industrial Discharges
10. General Permit for Stormwater Discharges from Construction Activities
11. Town of Bolton and/or Vernon Road Opening Permit

In cases where work is being done in areas that are normally regulated by another agency, but the nature of the work is that a permit is not required, a letter from the cognizant authority of that agency indicating that no permit is required shall accompany the application.

E. Sewer Easements

For all sewer connection/extension infrastructures, the Sewer Easements assigning perpetual access rights to the BLRWPCA shall be submitted and approved by the “BLRWPCA”. The minimum width of the permanent easement shall be 20 feet, or as accepted by the “BLRWPCA”. The sewer easements must be updated as necessary if the as-built conditions of the constructed sewer infrastructure vary significantly from the original design documents. Preparation of permanent sewer easements shall be prepared in the form prescribed by the “BLRWPCA”. The permanent sewer easement must be filed with the applicable Town Hall land records and shall be shown on the record drawings. All costs for obtaining and filing the easements shall be borne by the applicant.

F. Record Drawing

A record drawing (as built) deposit is required as part of the application at a sum determined by the “BLRWPCA”. This deposit will be refunded when record drawings are submitted by the contractor and approved by the “BLRWPCA”. The applicant forfeits the record drawing deposit if the record drawings are not submitted within 14 calendar days of completion of sanitary sewer site work OR the connection permit lapses due to inactivity. It is the applicant’s responsibility to track and comply with these time requirements.

G. Disclaimer

The “BLRWPCA” and its agents assume no responsibility that any representations in the application for permits were correct and assume no responsibility for any information furnished or not furnished. The applicant and owner shall indemnify the “BLRWPCA” from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.

The contractor and property owner agree that they shall at all times indemnify and save harmless the Town of Vernon, Town of Bolton and the “BLRWPCA” and its officers, agents, and servants, on account of any and all claims, damages, losses, litigation, expenses, counsel fees, and compensation arising out of injuries (including death) sustained by, or alleged to have been sustained by the servants, employee, or agents of the “BLRWPCA”, or the contractor, any subcontractors employed by the contractor, or material person, and from injuries (including death) sustained by or alleged to have been sustained by the public, and or all persons on or near the work or by any other person or property, real or personal including property of the “BLRWPCA”, caused in whole or in part by the acts or omissions of the contractor, any subcontractor employed by the contractor, or any material person or anyone directly or indirectly employed by them or any of them while engaged in the performance of any work covered by this permit and during any maintenance period specified in the aforementioned regulations.

H. User Charges

User charges will commence the month of installation of building sewer to the foundation and/or the date the Certificate of Occupancy is issued. The sewer user fee will be charged on a pro-rated basis.

I. Licensing

All contractors are required to be properly licensed, insured, and bonded as appropriate for their work performed.

II. SEWER CONNECTION

A. General Policy

The Bolton Lakes Regional Water Pollution Control Authority (“BLRWPCA”) requires a permit be obtained by the applicant prior to any excavation for constructing, installing, laying, repairing, replacing, modifying, capping, abandoning, or demolishing any sewer infrastructure in a public street or on private lands, when such sewer is connected with or discharges directly or indirectly into any public sewer of the “BLRWPCA”, or is intended to at some future time. Every Connection Permit issued shall be subject to the rules and regulations of the “BLRWPCA”.

1. Contractor Recommendations

The “BLRWPCA” cannot recommend contractors. The price charged by contractors for making sewer connections will vary depending on the Owner’s property; the complexity of the connection; the distance from the building to the sewer main or grinder pump; any necessary modifications to the indoor plumbing; etc.

2. Indoor Plumbing

Any changes to indoor plumbing required for connection must comply with the local municipality’s building codes and permitting process.

3. Permitting

The Sewer Connection Permit Application is valid for 1 year from the date of approval to commence work unless a permit renewal is approved by the “BLRWPCA”. A permit shall be maintained at the site of any work being done under the “BLRWPCA” and shall be shown upon request. To renew an existing Sewer Connection Application for a one year time extension, a written request shall be submitted to the “BLRWPCA” at least 14 calendar days before the permit is set to expire. Only one renewal per Application shall be allowed.

Sewer Connection Permits do not authorize any contractor to excavate in any public street, highway, or grounds, or doing any work therein or the placing of any obstruction therein. Specific permission for such shall be obtained from the proper official having charge thereof.

4. Fees

The applicant is responsible for all pertinent application fees, surcharges, and deposits. All charges and fees shall be paid in full before by the applicant before the application will be approved. All costs and expenses incidental to the installation and connection of the building sewer shall be borne by the property owner. The building sewer lateral lines to the main sewer line in the street (for gravity system applications) as well as any lines from the building to grinder pumps (for low pressure systems) shall be maintained at no cost to the “BLRWPCA”.

B. Application Submittals

The applicant must submit the connection permit application form(s) and applicable fees complete with required attachments such as plans, specifications, copy of the contractor’s license, pertinent calculations, and other items described in this document. All necessary forms, documents, and reference materials may be found in the office of the “BLRWPCA” at the Bolton Town Hall. Permit applications should be directed to:

Bolton Lakes Regional WPCA
Sewer Connection Permit Application
222 Bolton Center Road
Bolton, CT 06043

C. Inspections by the “BLRWPCA”

The “BLRWPCA” shall be permitted to enter all private and public properties for the purposes of, but not limited to: inspection, observation, measurement, sampling, repair, and maintenance of any portion of the sewage works in the sewerage collection system. The property owner shall arrange and pay for testing of the building sewer and all construction inspection costs (i.e. trench dewatering, pipe air testing, etc.), if required by the “BLRWPCA”.

D. Use of Grinder Pumps

The preferred method for discharge of sewage from an individual building or group of buildings to the Bolton Lakes regional public sewer system is by gravity flow. However, the majority of the sewer infrastructure is composed of a low pressure sewer system. If, in the opinion of the “BLRWPCA”, a sewer service for an existing building cannot reasonably discharge to the public sewer system by gravity flow, it may be discharged into a low-pressure grinder pump system prior to discharge into the public sewer system, or may be discharged by any equally efficient method, provided said grinder pump system or equally efficient method is approved by the “BLRWPCA”.

1. Any owner who intends to install a grinder pump or equally efficient system shall submit plans and/or specifications which indicate compliance with the general requirements of the “BLRWPCA”. Shop drawings which accompany said application should include descriptive data, design basis, performance characteristics, material specifications, a wiring diagram, and drawings of the grinder pump system in plan/elevation and the site work layout.
2. To reduce operations and maintenance costs, inventory of spare parts, and personnel training, the “BLRWPCA” has pre-selected and standardized on the Environment One DH071-91 simplex grinder pump station and the DH152-93 duplex grinder pump station. The applicant shall install the equipment that the “BLRWPCA” has standardized on and shall confirm the electrical service adequately will support the equipment.
3. After the construction of the grinder pump system, the property owner shall transfer the associated infrastructure to the “BLRWPCA” thru a Grinder Pump Easement Agreement. At that point, the “BLRWPCA” will become the owner of the equipment and responsible for all operations and maintenance of it. The property owner will maintain ownership of the gravity building sewer connection to the grinder pump.
4. All grinder pump and approved equally efficient systems shall be warranted for not less than twelve months from the date of the “BLRWPCA” acceptance. The warranty shall cover both parts and labor.

E. Residential

Full time construction inspection is not required. Before any piping may be covered, inspection by the “BLRWPCA” is required. A Surety Bond is required for each Residential Sewer Connection. It may be applied to up to three simultaneous Residential Sewer Connection Applications at a time. The flow contributions from building sources are to be identified and documented on the Application.

F. Non-Residential

Full time construction inspections by the “BLRWPCA” are required for all non-residential sewer connections. A Surety Bond is required and may be applied to only one incomplete non-residential sewer connection application at a time. See Schedule of Rates, Charges and Fees for required bonding amount. More stringent design requirements are required for:

1. For low pressure sewer connections, all non-residential connections shall have at least a duplex grinder pump system with redundant pumps. Non-residential connections with large flows may require more than two grinder pumps which shall be reviewed and approved by the “BLRWPCA”.
2. For gravity sewer connections, all non-residential connections shall have a pipe diameter of 6 inches minimum between the public sewer and the structure. The “BLRWPCA” may require 8 inch diameter piping if the proposed site will have large wastewater flows or is a Class III or IV food establishment.
3. A Fats/Oils/Grease Registration is required for all Class III and IV food establishments.
4. Properly sized grease interceptors, sand/oil interceptors, and oil/water separators shall be documented with appropriate design calculations prior to application approval.
5. Users shall notify the “BLRWPCA” of any substantial change in volume or character of pollutants that are being discharged into the sewage system any time after being connected to the system
6. Any applicant proposing a discharge for which a permit is required from DEEP in accordance with Section 22a-430 of the CGS and applicable sections of the “BLRWPCA”’s Rules and Regulations shall obtain a permit from DEEP and present evidence of the same before the “BLRWPCA” will act upon the connection permit for said property. The applicant shall also provide the “BLRWPCA” with a list of constituent levels of the wastewater composition.

G. Procedures

Below are the steps in the connection process. More detailed information about each step is provided in the pages that follow and correspond with the numerical sequence below.

1. The applicant requests a capacity review by the “BLRWPCA’s” consulting engineer. If the application is for more than one single-family residential connection, the review requires a fee paid by the applicant.
2. A Sewer Connection Permit Application is submitted by the applicant along with:
 - a. Proposed Plan/Sketch
 - b. Copy of signed Contractor’s License
 - c. Certificate of Insurance
 - d. Surety Bond
 - e. Wetland Permit/Registration (if applicable)
 - f. Health Department review (if applicable)
 - g. Application Fee and other necessary fees
3. The Sewer Authority in conjunction with other municipal departments and agencies will review the application and inform the applicant whether or not to proceed and provide the applicant with a full list of any additional fees. The individual municipality may require any delinquent town taxes associated with the property to be paid in full.
4. The Sewer Authority will provide a copy of the approved application to the Building Official for Town use.
5. The property owner or the contractor must contact “Call Before You Dig”
6. The licensed plumbing/piping contractor must contact the Sewer Authority 48 hours prior to commencement of work for final approvals.

7. All work is performed by the licensed plumbing/piping contractor as specified in the application process.
8. Prior to any backfilling the installation requires inspection by the Sewer Authority with 48 hours notice.
9. An as-built sketch is to be provided to the Sewer Authority by the licensed plumbing/piping contractor.
10. Within 10 days any current septic tank must be properly abandoned in accordance with Public Health Code Technical Standards.

1. Capacity Review

Any project that includes improvements or modifications to the “BLRWPCA” sewer system will require a review and submission of an application to connect. For most single-family (1 EDU) applications the review is standardized and limited to the information contained on the permit application. For projects requiring more than 1 EDU a formal review must be completed by the “BLRWPCA’s” consulting engineer prior to submission of the full application package. This includes the applicant providing detailed design drawings. These plans are to include any water sources, anticipated flow computations, any industry specific designs to be installed, and any additional data required by the “BLRWPCA’s” consulting engineer. Fees for capacity review will be determined based on scope of the work to be performed.

2. Submission of Sewer Connection Permit Application Includes:

- a. For all applications a proposed plot plan/sketch shall be provided for all sewage waste lines leaving the building. This is to include lines to current septic tanks and leach fields, as well as graywater systems. The plan/sketch is to include the proposed installation indicating the separation distances from proposed and existing wells, sewer lines and grinder pumps. No sewer lines shall be constructed within 25 feet of a water supply well and 75’ from the grinder pump to any well. For non-residential applications the detailed plans used for the initial capacity review will be submitted. Public sewer lateral locations can be obtained from the “BLRWPCA”. Any changes from the initial submission must go back through the review process. This application plan shall incorporate the applicable requirements of the *Design and Construction Standards for Sanitary Sewers* as published by the “BLRWPCA”. All work to be performed by the property owner/contractor must be indicated on the plans with sufficient explanation and information. This includes noting any electrical changes, interior plumbing changes and adequate venting. Sample proposed sewer connections are illustrated below.

Figure 1: Sample of Proposed Gravity Sewer Connection Plan

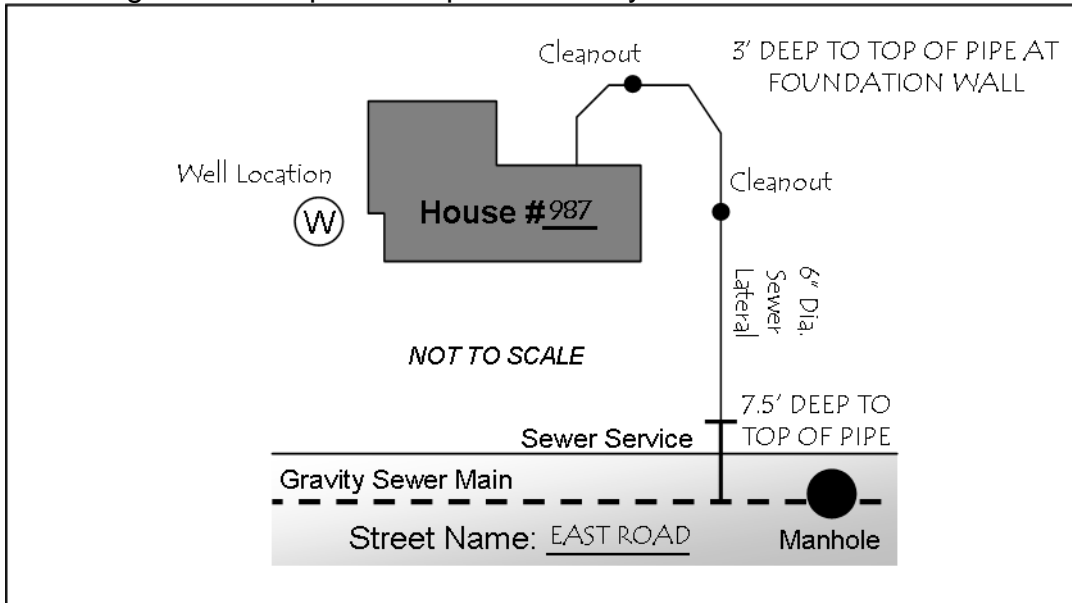
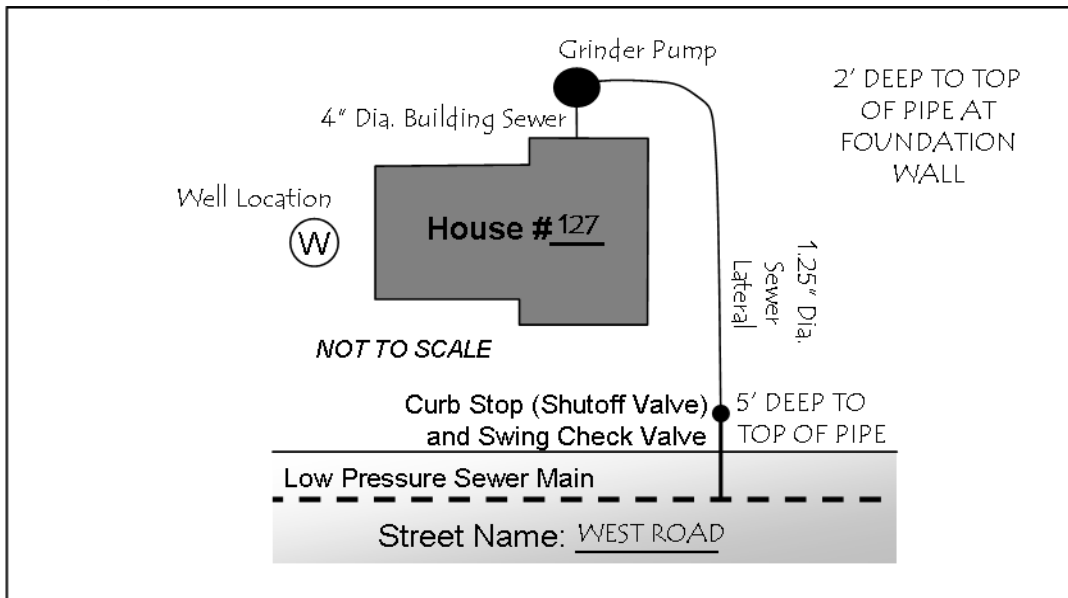


Figure 2: Sample of Proposed Low Pressure Sewer Connection Plan



- b. A copy of the signed contractor's septic installer/plumbing license issued by the Connecticut Department of Consumer Protection is required to install the sewer lateral lines. The following licenses are the only acceptable licenses for sewer connection work:
 - i) P-1 (exterior sewer lines and all interior plumbing)
 - ii) P-7 (sewer lines only to a point immediately inside a structure)
 - iii) W-9 (contractor for exterior sewer lines only)
 - iv) P-2, P-6 and W-8 licensees must be in the employment of a contractor licensed as a P-1, P-7, or W-9 for sewer work
- c. Under the contractor's general liability policy(ies), the contractor shall provide a copy of his insurance certificate and name the property owner(s) as additionally insured. Working on property that is public or may be turned over to the town through an easement would require a certificate labeled PUBLIC. Working on property that is private or will not be turned over the town, nor contain an easement would have a certificate labeled NON-PUBLIC.
- d. Certificates of Insurance and Surety Bonds must name "Bolton Lakes Regional WPCA" as the certificate holder with the Town of Bolton and the Town of Vernon as additional insureds and must be provided at least one week prior to the start of any work. The bond shall remain valid for a period of 1 year. It may be applied to up to three simultaneous Residential Sewer Connection Applications at a time.
- e. The local municipality's officials shall review all sewer connection permit applications prior to issuance to determine the necessary municipal permitting and regulatory compliance. This includes but is not limited to Local Health District, Inland Wetland, Planning and Zoning and Building Code. If any work to be performed is within proximity of an inland wetland area all plans must be submitted and approved by a Wetland Permit/Registration.
- f. All line connections must be in compliance with the State Public Health Code separation distances.
- g. Upon submittal of the application package, the applicant shall pay the Application Fee and other necessary fees. The "BLRWPCA" will review all application elements. All application fees are non-refundable and can be found in the Fee Schedule.

3. Application Review

If the application is deemed to be sufficient, the "BLRWPCA" shall determine and furnish the applicant in writing any additional estimated fees and charges relating to the proposed sewer connection. If deficiencies exist, the "BLRWPCA" will furnish the applicant with requirements needed for approval. Permit and any additional fees such as for flow studies or reviews shall be determined by the "BLRWPCA" and shall be paid to the "BLRWPCA" prior to the permit being issued. The review shall include other municipal departments and agencies. Note, the individual municipality may require any delinquent town taxes associated with the property to be paid in full.

4. Building Official

The “BLRWPCA” will provide the Building Official a copy of the approved application for Town use. The building official will inform the applicant of any requirements that must be met prior to any work being performed.

5. “Call Before You Dig”

Prior to beginning any work, the applicant, or the contractor, must mark out the area of work to be performed and follow all instructions contained in the “Call Before You Dig” booklet. This booklet can be obtained on-line at www.cbyd.com or by calling 1-800-922-4455. It is the responsibility of the applicant and contractor for adherence with this program.

6. Final Approval

No work shall commence until final approval is given by the “BLRWPCA”. Approval will be given after consultation with town officials as to their requirements. The “BLRWPCA” shall issue a written approval to the owner/ contractor and work can then begin. An additional fee shall be imposed of any work covered under this permit has begun prior to the written approval by the “BLRWPCA”.

7. Work to be Performed

All work must be performed in accordance with the “BLRWPCA”’s *Rules and Regulations, Sewer Connection and Extension Policy & Procedure, Design and Construction Standards for Sanitary Sewers*, as well as any appropriate federal, state, and local municipal laws, rules, regulations, and standards. All contractors are to be properly licensed for the work they are to perform. All costs and expenses incidental to the installation and connection of the building to the sewer shall be borne by the property owner. The licensed contractor shall contact the “BLRWPCA” at least 48 hours prior to starting any work under the approved permit.

8. Prior to Backfilling

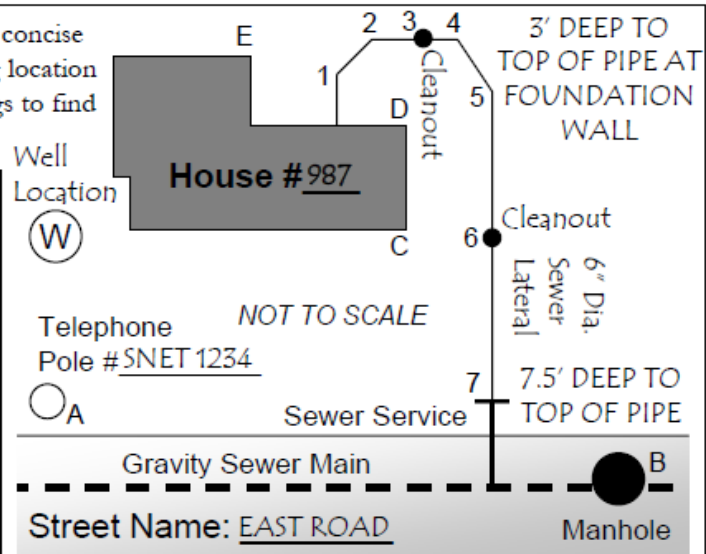
No trench containing a sewer line shall be backfilled until the “BLRWPCA” has completed an inspection and approved the work. All inspections must be scheduled a minimum of 48 hours in advance. All inspections shall be performed during business hours. The water level in the trench shall be maintained at a level below the sewer lateral before the cap is removed, while the connection is being made, and until the connection has been inspected and approved by the “BLRWPCA”. The licensed contractor must be on-site for all sewer connection inspections. Surface restoration must be applied to all trenches after inspection by the “BLRWPCA”. This restoration is to include silt fences, hay bales, and/or erosion matting as necessary until the new grass is established.

9. Record Drawing Sketches

A Record Drawing sketch of the connection installation shall be provided to the “BLRWPCA” by the contractor shortly after work has been completed. For gravity connections this will show from the building to the lateral pipe, or the main line connection. For low pressure systems, this will indicate from the building to the grinder pump to the sewer main, if this is part of the installation. Sample copies of record drawings follow:

The record drawing must be clear and concise with all pertinent information showing location of pipe, cleanouts, and angles of fittings to find the pipe location in the future.

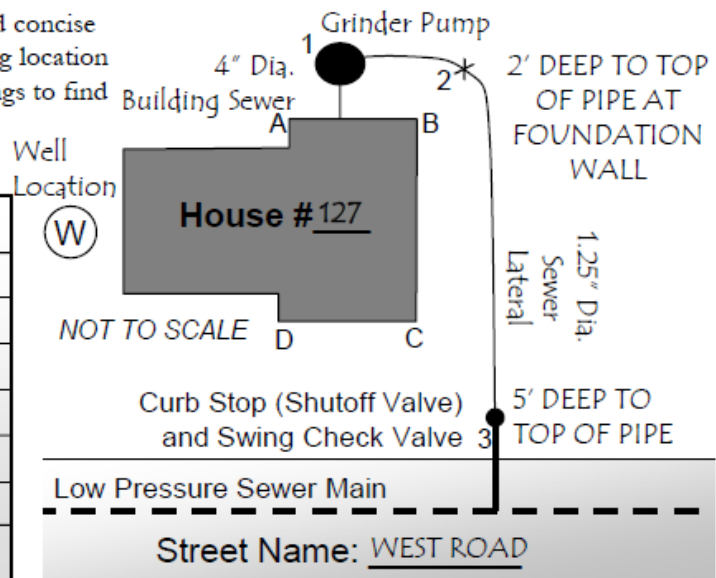
	A	B	C	D	E
1				10'	8'
2				17'	14'
3				21'	18'
4				24'	22'
5				19'	28'
6		72'	14'	39'	
7	42'	12'	65'		



Distances should be from permanent stationary objects and preferably from two or more directions of about 90° angles so there is a single crossing of the measurements.

The record drawing must be clear and concise with all pertinent information showing location of pipe, cleanouts, and angles of fittings to find the pipe location in the future.

	A	B	C	D	
1	6'	24'			
2	42'	12'	67'		
3		88'	30'	56'	



Distances should be from permanent stationary objects and preferably from two or more directions of about 90° angles so there is a single crossing of the measurements.

10. Septic Tank Abandonment

Once the installation is complete the connection will be tested. Once the connection is deemed operational the owner will have 10 days to properly abandon any septic tank. The abandonment must be completed per Department of Public Health Code Technical Standards for Subsurface Sewage Disposal Systems (Section V). The Standards state “Abandonment of subsurface sewage disposal system components (i.e. septic tank, hollow leaching structures) or cesspools shall be performed in such a manner as to eliminate the danger of the system components or structure inadvertently collapsing. The responsibility for abandonment lies with the property owner. Structures that are to be abandoned shall be:

- i) Empty of all sewage/wastewater prior to abandonment
- ii) Crush or remove tank, structures shall be filled with sand or gravel
- iii) Backfill with clean soil or medium to coarse sand
- iv) Removal of tank and off-site disposal

H. Application Form

The Sewer Connection Permit Application is a two page application. A copy of the form is shown in Appendix A. It can be obtained from the “BLRWPCA”.

III. SEWER EXTENSION

A. General Policies

The purpose of this document is to provide uniform procedures for permit applications and establish guidelines for proposed sewer extensions to the “BLRWPCA”’s public sanitary sewer system by Applicants. The “BLRWPCA”’s *Rules and Regulations* will be used by the “BLRWPCA” reviewer as the basis for approval of sewer system extension projects. The applicant shall become familiar with the *Rules and Regulations* as well as these sewer extension policies and procedures and shall take them into consideration when plans and specifications are prepared for the “BLRWPCA”’s review and approval.

1. Warranty

The Developer shall warrant the project work to be free of defects in materials or workmanship for a period of one year from the date of the “BLRWPCA”’s acceptance of the sewer system for permanent operation and maintenance.

2. Reimbursement

The “BLRWPCA” may permit other property owners to connect to the sewer in the future provided they pay assessment per the “BLRWPCA” approved formula. The preliminary assessment hearing is based on the preliminary cost estimate for the project and the final assessment hearing is based on the final affidavit of construction costs. The property assessments are then paid to the “BLRWPCA”. The “BLRWPCA” then reimburses the developer for assessments, but reimbursements shall not exceed the cost of the sewer. Time

limit for reimbursements to developer is ten years. After the time limit expires, any future assessments are not reimbursed to the developer but kept by the “BLRWPCA”.

3. Transference

A Sewer Permit is a document which legally establishes the procedures required to permit a developer to provide sanitary sewer improvements to a proposed or existing development and recoup all or a portion of the construction cost of the infrastructure installed outside of his property. Developers shall agree to construct sewer infrastructure in accordance with the “BLRWPCA”’s standards and to transfer deeds for such infrastructure to the “BLRWPCA” after final completion of the project.

4. Residential and Non-Residential Connection within the Extension Area

Residential and non-residential connection policies contained previously in the Sewer Connection section of this regulation are to be followed for any residential or non-residential connections developed in the extension area.

B. Procedures (Steps)

Below are the steps in the extensions process. More detailed information about each step is provided in the pages that follow.

1. Initial Conference
2. Initial Review
3. Formal Application Development
4. Final Application Submittal
5. Construction
6. Affidavit of Total Costs
7. Satisfactory Completion
8. Acceptance of Sewer
9. Record Drawings

1. Initial Conference

Prior to finalizing any plans for wastewater system extensions, the applicant shall consult the “BLRWPCA” Engineer so that he may determine at his discretion if an initial conference will be necessary prior to the submission of plans for approval.

If the scope of the proposed development, in the opinion of the “BLRWPCA” Engineer, is such that an initial conference will be beneficial prior to the development of final plans and specifications, the “BLRWPCA”’s Engineer will request scheduling of an initial conference. The applicant or his engineer shall present the following information, at the time of the conference at a minimum:

1. Site map depicting the location of proposed development
2. Conceptual schematics or layouts of the proposed extensions
3. Estimated wastewater demands resulting from the proposed development.

4. Probable effect of the proposed development impact on the downstream collection system and Manchester's Water Pollution Control Facility (WPCF). This data shall include:
 - The probable characteristics of the wastewater generated
 - A description of any proposed sewer collection systems, and other pertinent information.
 - Identification of applicable permits
 - A projected cost estimate of the extensions

2. Initial Review

A formal review must be completed by the "BLRWPCA's" consulting engineer prior to submission of the full application package. A period of four to six weeks should be anticipated for review of plans and specifications. The "BLRWPCA" shall not issue a permit for any connection to the sewage collection system unless:

1. There is sufficient capacity in Manchester WPCF not legally committed to other users in the public sewers.
2. Adequate wastewater capacity based on the inter-municipal agreement between the "BLRWPCA" and Town of Manchester.
3. Sewer infrastructure capacity to convey the quantity of wastewater that the requested connection will add to the system.
4. The "BLRWPCA" approves the connection to sewage collection system

The "BLRWPCA" will determine whether a detailed flow study is required. If such study is deemed necessary, the "BLRWPCA" will direct the applicant to perform the flow study, or will enlist the services of the "BLRWPCA" Engineer to perform the study at the expense of the applicant. Should the flow study be performed by the applicant, the "BLRWPCA" reserves the right to enlist the services of the "BLRWPCA" Engineer to review the study at the expense of the applicant.

3. Formal Application Development

The submittal of complete detailed Plans and Specifications is required when making a formal submission for approval for all wastewater system modifications to the "BLRWPCA's" existing facilities. Plans and specifications shall be in conformance with this document and the "BLRWPCA's" "*Design and Construction Standards for Sanitary Sewers*". The application for a permit shall be made on forms provided by the "BLRWPCA". The purpose of the application package is to present to the "BLRWPCA" sufficient and detailed information concerning the proposed sewer extensions, and to permit the determination of their compatibility with and impact upon the overall sewer collection systems. The application package shall include the following information and any other information deemed necessary by the "BLRWPCA" to enable them to make a determination of the acceptability of the proposed plans:

- Design Calculations
- Drawings (Plans)
- Specifications
- Permits
- Schedule
- Deposits, Fees, Expenses
- Bonds
- Insurance
- Opinion of Cost for project

The specifications and all other documents listed above with the exception of the drawings, deposits, fees and expenses bond and certificates of insurance shall be bound in a single booklet with a title page bearing the project name and location, the engineer, the date, and the seal and signature of the professional engineer who developed the documents. The title sheet shall also include a revision block. Further detail on each item above is presented next.

A sample Sewer Extension Permit Application can be found in Appendix B.

Engineered Design Calculations

The Applicant shall submit within the application package design calculations used to determine collection system features based on the “BLRWPCA’s” *“Design and Construction Standards for Sanitary Sewers”*. Existing and future flow projections will be based on published literature such as Department of Energy and Environmental Protection (DEEP) and Department of Public Health (DPH) documents. The existing and future flow analysis, low pressure hydraulic modeling, and calculations specified herein shall be prepared either by a professional engineer or by an individual under their direct supervision. All calculations shall be bound with a title sheet bearing the seal and signature of the professional engineer responsible for the calculations.

Drawings (Plans)

The Applicant shall submit two copies of subdivision plans or site plans at a scale of 1 inch equals 40 feet (or larger scale) showing the proposed layout of the sewer extensions. The plans should show all proposed pipelines and sizes, manholes, valves, and pump stations and the nearest existing sewer facilities to which the proposed new extensions will connect. All proposed easements shall be depicted on the drawings. Additional requirements include:

1. The plan and profile drawings shall be prepared by a professional engineer. Each sheet shall bear the date, sheet number, and the seal and signature of the Professional Engineer. Project phases must be shown. Contract documents for projects which do not indicate phases shall be subject to revision if the project is constructed in phases.
2. A letter of transmittal must be included with the drawings indicating the project name and location and the design engineer.
3. The drawings shall have a title page with the name of the project, the engineer, the date, an index of the plan sheets, revision block, and the project phase, if any.
4. The drawings shall utilize standard drafting practice and include standard symbols for which a legend shall be provided on the title sheet or other prominent location on the plans. The proposed design shall be shown on professionally prepared survey base mapping.
5. The drawings shall include a location map with the site clearly indicated.

6. The drawings shall include the layout of the new extension and its relationship to other utilities, roadways, and other pertinent structures and vegetation.
7. The profile for a particular section of the planned extension shall be included on the same sheet as the plan view with a horizontal scale of 1" = 40' or larger for projects consisting of sewer or sewer extensions. The vertical scale for profiles shall be 1" = 4' or larger.
8. The drawings shall include a note stating that the Contractor shall verify all existing elevations and all existing utilities in the field prior to commencement of work.
9. The 100-year flood elevation shall be shown on all plan drawings.
10. The plan drawings shall be placed on 24-inch x 36-inch plan and profile paper.
11. Projects which include new pump station(s) shall include a plot plan for each station with topographic lines of one foot contour intervals.
12. Each plan sheet shall have a title block with a title which is descriptive of the contents of the sheet.
13. The proposed/actual elevations based on North American Vertical Datum of 1929 only, of manhole tops, inverts (including services and taps) and the proposed/actual gravity sewer slopes shall be shown.
14. Profiles for gravity sewer shall clearly indicate the actual plan slope of each reach of line given in percent slope. The actual length of each reach of gravity line shall be used to calculate pipe slope. This length shall be the distance between manhole centerlines minus the inside radius of both manholes as measured horizontally.
15. The length of each reach of gravity sewer shall be clearly indicated on the drawings. This length shall be the manhole centerline to centerline length as measured horizontally.

Specifications

The specifications shall be prepared by a professional engineer in the format prescribed by the "BLRWPCA". Specifications shall include construction materials, methods, testing procedures, and associated information for the complete construction of the sewer extension.

Permits

It shall be the responsibility of the Applicant to apply, receive approvals and pay all the fees for the local and state permits (as applicable) prior to any construction.

Estimated Time Schedules

The applicant shall submit in the application package estimated time schedules identifying the expected beginning and completion dates of construction. The time schedule shall be of sufficient detail to describe the entire construction process of the sewer extension (i.e. pipe installation, paving of roadways, sewer pipe testing, grinder pump installation, etc.).

Projected Opinion of Construction Costs

The applicant shall submit in the application package an opinion of construction cost prepared by an engineer for the proposed sewer extensions. The cost estimate shall be as detailed as possible with estimated quantities of specific items of work and their projected unit costs. Such costs shall include construction of the sewer and all expense thereto shall be borne by the developer or owner.

The incurred costs of the “BLRWPCA” shall be included concerning the project incurred prior to or during construction, or during any maintenance period stipulated to include, but not be limited to:

- the cost of preliminary surveys
- the preparation of designs and plans
- other expenses of engineering and inspection
- allowances for pension, insurance, and other similar payroll costs
- grade staking
- measuring and testing
- special inspections
- other miscellaneous items

Application Deposits, Fees, and Expenses

In addition to any fee schedules contained in this document, the applicant shall agree to prepay the “BLRWPCA” any other deposits, fees, and expenses commensurate with the efforts for all associated submission reviews, full time construction inspections, and material testing as deemed necessary by the “BLRWPCA”. The “BLRWPCA” reserves the right to enlist the services of the “BLRWPCA” Engineer at the expense of the applicant.

Bonding

The “BLRWPCA” shall require as part of said agreement that an adequate performance bond guaranteed by surety acceptable to the “BLRWPCA” and the “BLRWPCA’s” legal counsel in amount and form be submitted to insure proper completion and maintenance of the work. The amount of the bond shall be set at 110% of the estimated completion cost of the proposed project. The bonding shall remain valid for the duration of the construction. Surety Bonds must name “Bolton Lakes Regional WPCA” as the certificate holder with the Town of Bolton and the Town of Vernon as additional insureds.

Insurance

To secure such risks, adequate liability, property damage and compensation insurance in amounts fixed by the “BLRWPCA” and approved by the “BLRWPCA’s” legal counsel shall be required of the developer or owner or contractor performing the work. Acceptable certificates of insurance shall be furnished proper and acceptable before starting work. Typical insurance certificate requirements commonly listed for sewer extension projects are shown in Table 1 located on page 25.

All such agreements shall provide that the developer or owner or the contractor engaged by the developer or owner to perform the work shall assume all risks and hold the

“BLRWPCA”, the Town of Bolton and the Town of Vernon harmless from any and all claims for damages arising from the work or its conduct.

The limits of liability for the insurance coverage shall be for not less than the following amounts or greater where required by Laws and Regulations. The “BLRWPCA”, owner, the Town of Bolton and the Town of Vernon each be named as additional insured under the contractor's general liability policy(s). The “BLRWPCA” shall verify liability limits with their risk management personnel prior to each contract.

4. Obtain and Incorporate Review Comments from the “BLRWPCA”

The “BLRWPCA” Engineer and his/her staff shall review such plans and make the appropriate notes and return one copy of the drawings to the Applicant marked so that the necessary corrections can be made and the extension application documents may be submitted for the approval of the “BLRWPCA” and the appropriate state agencies. Complete and pertinent submittal will facilitate the review process. Incomplete submittals will delay the review process. The Authority will consider the proposed plans and decide if, the plan is satisfactory as presented, needs to be revised, or is not at the present time feasible.

5. Obtain Approvals from Other Agencies and Departments

It shall be the responsibility of the Applicant to apply for the other local and state permits (as required) prior to any construction.

6. Final Application Submittal

All approval conditions and deliverables shall be addressed in the final application construction documents. Failure to comply with the conditions of approval may result in delay of the final approval or rejection of the project by the “BLRWPCA”.

7. Construction

The “BLRWPCA” will observe the work while the construction is in progress. It shall not be the duty of the “BLRWPCA” to supervise construction, establish grades, or to provide solutions to grade, construction, or design problems. The applicant shall ensure that the installation of the sewer infrastructure is in accordance with the approved Plans and Specifications. Any and all testing required by the “BLRWPCA” shall be paid for by the applicant. The applicant shall be solely responsible for deficiencies at the time of construction and shall correct such defects. Each construction crew of the contractor shall have a set of approved Plans and Specifications at the project site at all times.

No trenches containing a building drain or connection to the sanitary sewer shall be back filled until the authorized representative of the “BLRWPCA” has completed an inspection of and approved the work. Any deficiencies discovered shall be recorded by the “BLRWPCA” and the applicant; and shall be corrected prior to the final inspection.

The contractor or property owner must mark out the area of work and contact “Call Before You Dig”. Full time construction inspection by the “BLRWPCA” is required for all Sewer Extensions.

8. Affidavit of Total Costs

Subsequent to completion of construction, an affidavit of the total cost of the sewer extension shall be submitted by the applicant. The affidavit must also certify that all labor and material payments are complete. The affidavit shall be signed by the applicant or contractor and stamped by a Connecticut licensed notary.

9. Record Drawings

The "BLRWPCA" shall keep a record of all connections made to the public sewers under these regulations and all repairs and alterations made to sewers, house connections or drains connected to or discharging into public sewers or drains of the town or intended to so discharge. No sewer service shall be provided until after the record drawings are reviewed and accepted by the "BLRWPCA".

1. The sewer record drawings shall include plan and profile with a sheet size of 24" x 36".
2. Revised construction plans are acceptable if standard drafting techniques and practices are followed.
3. The scale for record drawings shall be the same as that of the construction plans.
4. The record drawings shall accurately indicate the actual location and elevation of the installed facilities.
5. The actual elevation of manhole tops, inverts (including services and taps) and the actual gravity sewer slopes shall be shown.
6. Indicate the type and size of each sewer line, and service installed.
7. Lengths of gravity sewer between manholes shall be shown on the drawings.
8. The plan section should indicate lengths as measured horizontally between manhole centerlines.
9. The profile section should indicate grades as measured from inside manhole wall to inside manhole wall (invert out to invert in).
10. Where more than one type of material is used for sewer pipe, note the station of change from one material to another at the beginning of each change.
11. Valves shall each be located horizontally by reference to at least two permanent, visible objects, such as right-of-way monuments, manholes, catch basins, etc.
12. The plans shall indicate street names, pavement widths, rights-of-way, and easements.
13. If the project has developed in phases, all lines should be clearly indicated and the title block of the plan sheets shall indicate the phase number and section number (where applicable).
14. The record drawings shall show the location by station number and the length of all services and shall indicate by lot, unit number or address of the unit which each connection will serve.
15. All privately owned sewer lines shall be indicated "as private".
16. Record drawings shall be prepared by and bear the seal and signature of a Professional Engineer or Registered Land Surveyor.
17. The initial submittal shall consist of two paper copies of the record drawings within 14 days of completion of the work described in the application.
18. Upon approval, the Applicant shall then submit to the "BLRWPCA" a fixed line Mylar reproducible and a digital AutoCAD copy of the approved record

drawings. Two prints of the final record drawings shall also be provided to the “BLRWPCA”.

10. Acceptance of Sewer

Contingent upon construction acceptance and receipt of all related documents, the “BLRWPCA” shall vote to accept the sewer facilities and the applicant shall transfer title for sewer facilities to the “BLRWPCA”. The sewer then becomes part of the “BLRWPCA” collection system. At the discretion of the “BLRWPCA”, it may require a maintenance bond in the amount of 10% of the cost of the sewer extension for use during year one of operation.

11. Satisfactory Completion

If after one year of operation, all required documentation has been obtained and the final inspection by the “BLRWPCA” reveals no defects in materials or workmanship, the “BLRWPCA” may issue a Certificate of Satisfactory Completion. All damages occurring to the work prior to issuance of the Certificate shall be repaired by the applicant at no expense to the “BLRWPCA”. Upon receipt of the Certificate of Satisfactory Completion, the applicant may request release of the maintenance bond.

IV. DISCONNECTION FROM SEWERS

When any building or structure, or portions thereof,, or any manholes or other inlet served by a connection to any public sewer is destroyed, demolished, abandoned or altered in such manner that any building sewer or connection is, or is to be, no longer connected to a plumbing system or portion thereof, or to any other inlet permitted under this ordinance, such connection to the public sewer shall be sealed off so that no water or other wastes shall be permitted to enter the public sewer.

Such sealing shall be by bulk-heading or capping and shall be performed at the street line or, if impracticable, at a point acceptable to the “BLRWPCA”. In the case of planned destruction, demolitions, abandonment, or alterations, the “BLRWPCA” shall be notified in advance, a permit obtained, and said sealing accomplished prior to said destruction, demolition, abandonment or alterations. In case of unplanned destruction of building or structure, said sealing shall be accomplished at the earliest practicable time. Such sealing shall be arranged for by the demolition contractor, but in any event, it shall be the responsibility of the owner to see that the work is carried out in conformity with the requirements in a safe and responsible manner and to the satisfaction of the “BLRWPCA”. All sealings shall be inspected by the “BLRWPCA”.

Materials, such as but not limited to, grinder pump stations, control panels and curbstop assemblies that belong to the “BLRWPCA” shall be reviewed by the “BLRWPCA”. For materials that are unsalvageable and the “BLRWPCA” deems unacceptable, those materials shall become the property owner’s responsibility for disposal. The materials that are deemed salvageable and in good condition, upon acceptance by the “BLRWPCA”, shall be delivered in a safe and careful manner to an area designated by the “BLRWPCA”.

Table 1: Bonds and Insurance Requirements		
<i>As of July 1, 2011</i>		
TYPE OF INSURANCE	LIMITS	
GENERAL LIABILITY ● Commercial General Liability ○ Claims Made / Occur. ○ Owner's & Contractor Prot.	General Aggregate	\$ 2,000,000
	Products-Comp/Op Agg.	\$ 1,000,000
	Personal & Adv. Injury	\$ 1,000,000
	Each Occurrence	\$ 1,000,000
	Fire Damage (Any one fire)	\$ 200,000
	Med. Expense (Any one person)	\$ 10,000
AUTO LIABILITY ● Any Auto ○ All owned Autos ○ Scheduled Autos ○ Hired Autos ○ Non-Owned Autos ○ Garage Liability	Combined Single Limit	\$ 1,000,000
	Bodily Injury (Per Person)	\$ 1,000,000
	Bodily Injury (Per Accident)	\$ 1,000,000
	Property Damage	\$ 1,000,000
EXCESS LIABILITY ● Umbrella Form ○ Other than Umbrella Form	Each Occurrence	\$ 1,000,000
	Aggregate	\$ 1,000,000
WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY	Statutory Limits	
	Each Accident	\$ 100,000
	Disease-Policy Limit	\$ 500,000
	Disease-Each Employee	\$ 100,000
PROTECTIVE LIABILITY ● Bodily Injury & Property Damage	Each Occurrence	\$ 1,000,000
	Aggregate	\$ 1,000,000
OTHER ● Owner's Protective Liability (separate policy)	Each Occurrence	\$ 1,000,000
	Aggregate	\$ 1,000,000

Appendix A

Sewer Connection Permit Application

SEWER CONNECTION PERMIT APPLICATION

Bolton Lakes Regional Water Pollution Control Authority

222 Bolton Center Road – Bolton, CT 06043 – (860) 649-8066

<input type="checkbox"/> New Sewer Connection <input type="checkbox"/> Repair of Existing Connection <input type="checkbox"/> Abandonment of Existing Connection <input type="checkbox"/> Building Renovations <input type="checkbox"/> Other (Explain: _____)		
Address of Work Site (Street # and Street Name)		Town of Work Site
Map / Block / Lot		
Property Owner Name	Phone Number	Mailing Address (if different)
Occupancy Type		Water Supply
<input type="checkbox"/> Residential (Number of Dwelling Units: ___) <input type="checkbox"/> Non-Residential (Type: _____) Number of Full-Time Employees: _____ Number of Patrons: _____ Hours of Operation: _____		<input type="checkbox"/> Public (Water Company: _____) <input type="checkbox"/> Private (Well Type: _____) Water Meter: Y / N Well Location Known: Y / N (Circle One) Building Sewer to Well Distance: _____ (at least 25 feet) Grinder Pump to Well Distance: _____ (at least 75 feet)
Call Before You Dig Ticket #	Description of Work-Note any changes to electrical or interior plumbing	

Attachments for Connection Permit Application

All Connections

- Application with Fee
- Plan/Sketch
- Copy of Signed Contractor's License
- Contractor Insurance Certificate / Surety Bond
- Submittal for New Grinder Pump (if applicable)
- Schedule Building Official Inspections
- Wetland Permit/Registration (if applicable)

Non-Residential Connections

- Flow Computations
- Fats/Oils/Grease Registration¹
- DEP Discharge Permit²
- Constituent Levels List²
- Other (List: _____)

¹ For Class III & IV Food Establishments. ² For Industrial Connections Only

If a property needs multiple sewer connections, consult the BLRWPCA to determine if a Developer's Sewer Permit Application is required.

Proposed Connections to the Building Sewer

Wastewater Sources

- Kitchen Sinks Quantity: _____
- Kitchen Grinder Quantity: _____
- Dishwasher Quantity: _____
- Toilets Quantity: _____
- Urinals Quantity: _____
- Showers Quantity: _____
- Bathtubs Quantity: _____
- Bathroom Sinks Quantity: _____
- Washing Machine Quantity: _____

Non-Residential Connections

- FOG Control Device
- Sand/Oil Interceptor
- Oil/Water Separator
- Other (List: _____)

Connections Not Allowed: Water Softener/Water Filter/Sump Pumps/Yard Drains/Foundation Drains/Roof Leaders/Down Spouts/French Drains / Floor Drains

Property Owner Authorization

I, the Property Owner, understand that:

- 1) The building sewer lateral (Gravity Systems) and from the building to grinder pump station (LPS systems) shall be maintained at no cost to the BLRWPCA.
- 2) All Charges and Fees shall be paid in full before an application will be approved.
- 3) User charges will commence the month of installation of building sewer to the foundation and/or the date the Certificate of Occupancy is issued.
- 4) I shall arrange and pay for testing of the building sewer and all construction inspection costs, if required by the BLRWPCA. Full time inspection is required for all Non-Residential Projects.
- 5) All work covered by this application has been authorized by the owner or his/her agent of this property.
- 6) I accept and agree to abide by all pertinent State and Local Regulations governing sanitary sewers.

Property Owner /Agent Signature _____ Property Owner/Agent Name (Printed) _____ Agent Date _____

Address of Work Site (Street # and Street Name)	Town of Work Site	Map / Block / Lot
---	-------------------	-------------------

Contractor Company	Phone Number	CT License #
--------------------	--------------	--------------

Business Address (as shown on license)	License Type	License Expiration Date
--	--------------	-------------------------

Contractor Agreement

I, the Contractor, understand, that:

- 1) No work shall begin until given application approval by the BLRWPCA.
- 2) This application is valid for 1 year from date of approval to commence work. Applications not renewed will be voided.
- 3) To accept and abide by all provisions of the BLRWPCA Charter, Codes, Ordinances, Sewer Use Rules & Regulations, Standard Guidelines for Sanitary Sewer Extension, and all other pertinent regulations that may be adopted in the future.
- 4) All trenching must comply with OSHA Regulations.
- 5) I am required to schedule all inspections a minimum of 48 hours in advance. All inspections shall be performed during business hours only (non-holiday weekdays 9am-3pm). All construction shall be left uncovered until the BLRWPCA inspection is complete.
- 6) I must submit Insurance and Bond information to the BLRWPCA a minimum of 1 week prior to the start of construction.
- 7) The record drawing deposit shall be returned subsequent to receipt and approval of record drawing documents within 14 days of construction completion.

Contractor Signature

Signatory Name/Title (Printed)

Date

For Internal Use Only

Sewer Account #	Application #	Pre-Construction Application Tracking					
EDU Calculations (By BLRWPCA)		Description	Department	Date	Initials		
				Manchester Approval	BLRWPCA		
				Application Fee(s) Received	BLRWPCA		
				Record Drawing Deposit Received	BLRWPCA		
				License/Insurance/Bond	BLRWPCA		
				Health District/Potable Water Supplier	Health District/ Water Company		
				Electrical/Plumbing/Venting Inspection(s)	Local Building		
				E&S Controls Approved	IW/P&Z		
				IW Registration/Permit	Inland Wetlands		
				Approval to Commence Work	BLRWPCA		
				Application Renewal Received	BLRWPCA		
		Financial Transactions	Date	Amount	Post-Construction Application Tracking		
					Description	Department	Date
Application Fee		\$	Septic System Abandonment	BLRWPCA			
Record Drawing Deposit Received		\$	Inspection of Entire Pipe Length	BLRWPCA			
Application Renewal Fee		\$	All Work Completed	BLRWPCA			
Sewer Construction without BLRWPCA Approval Fee		\$	Payments Scheduled to BLRWPCA	BLRWPCA			
Facility Connection Fee		\$	Record Drawing Plan Received	BLRWPCA			
Sewer Use Surcharge		\$	Record Drawing Deposit Returned	BLRWPCA			
Other: _____		\$	Sewer Connection Accepted	BLRWPCA			
Record Drawing Deposit Returned		\$	Note to Staff: Strikeout Item Descriptions That Are Not Applicable.				

Appendix B

Sewer Extension Permit Application

SEWER EXTENSION PERMIT APPLICATION

Bolton Lakes Regional Water Pollution Control Authority

222 Bolton Center Road – Bolton, CT 06043 – (860) 649-8066

– SUBMIT THIS FORM WITH THE SEWER CONNECTION PERMIT APPLICATION –

Address of Work Site (Street # and Street Name)		Town of Work Site	Map / Block / Lot
Development/Sewer Extension Name		BLRWPCA Application # -D	
Brief Description of Development			
Developer Name	Phone Number	Mailing Address	
Associated Application Numbers(if applicable) Planning & Zoning : _____ Inland Wetlands: _____ Sewer Connection: _____		Sewer Connection Location: <input type="checkbox"/> Interceptor <input type="checkbox"/> Existing Lateral <input type="checkbox"/> Capped Sewer Distance to Nearest Active Sewer: _____ feet	
New Sewer Service Connections Within Development to be Sewered: _____ Outside Development to be Sewered: _____		Sewer Extension Design Information Total Length: _____ feet Sewer Type: <input type="checkbox"/> Gravity <input type="checkbox"/> Low Pressure Sewer <input type="checkbox"/> Mixed Estimated Construction Cost ¹ : \$_____ (rounded) <small>Note 1: Attachment Estimated Construction Cost Schedule</small>	
Brief Description of Sewer Extension			
Approval by Manchester (if necessary)?			
Is the proposed sewer readily accessible to undeveloped land not part of the Development? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Is the proposed sewer extension being constructed across lands other than the Developer's? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Have all necessary easement rights been acquired? <input type="checkbox"/> Yes <input type="checkbox"/> No (When: _____) <input type="checkbox"/> N/A			
Type of Performance Bond to be Used: <input type="checkbox"/> Passbook Assignment <input type="checkbox"/> Surety Bond Amount: \$_____			
Type of Maintenance Bond to be Used: <input type="checkbox"/> Passbook Assignment <input type="checkbox"/> Surety Bond Amount: \$_____			

Developer's Authorization			
I, the Developer, understand that:			
<ol style="list-style-type: none"> 1) The sewer extension shall be constructed at no cost to the BLRWPCA. 2) I shall arrange and pay for submittal review, full time inspection, and materials testing by the BLRWPCA, as required. 3) All Charges and Fees shall be paid in full before an application will be approved. 4) All work covered by this application has been authorized by the owner or his/her agent of this property. 5) I accept and agree to abide by all pertinent State and Local Regulations governing sanitary sewers. 6) To accept and abide by all provisions of the BLRWPCA Charter, Codes, Ordinances, Sewer Use Rules & Regulations, Standard Guidelines for Sanitary Sewer Extension, and all other pertinent regulations that may be adopted in the future. 			
_____ Developer Signature	_____ Developer Name (Printed)	<input type="checkbox"/> Agent for Owner	_____ Date

