



# TOWN OF STOUGHTON -ENGINEERING DEPARTMENT-

Town Hall  
10 Pearl Street, 2<sup>nd</sup> Floor  
Stoughton, MA 02072

## -SEWER PERMITTING AND INSPECTION-

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### What types of projects require a sewer permit?

We require sewer permits for all new sewer service connections (new & existing construction), sewer service repairs, sewer main extensions and sewer disconnection.

### What is the permitting and inspection process for a sewer permit?

Please refer to the following steps:

#### **STEP 1: LICENSED CONTRACTOR SUBMITS SEWER CONNECTION APPLICATION**

The contractor shall submit a complete Sewer Connection Application Package consisting of the Sewer Connection Application, Sewer Sketch Form, Trench Permit Application and the appropriate fees. The following fees apply for all new connections, repairs or modifications to the Stoughton Municipal Sewer System:

Permit Fee:	\$250/Unit (Residential or Commercial)
Inflow & Infiltration**:	\$330/ Bedroom \$3/ gallon based on design flows
Trench Permit:	\$50
Stub Fee (if applicable):	Varies on Location

\*\* The Inflow/ Infiltration Fee (I/I Fee) applies to all new sewer connections to the Stoughton Municipal Sewer System including but not limited to New Construction, Building Expansions, Existing Buildings or any Change in Use that yields an increase in flow to the Stoughton Municipal Sewer System. In cases where a building previously existed on the same lot that a new building is proposed and the previous existing building was connected to the municipal sewer system, a credit for the previous existing flow shall be granted. Repairs to the existing sewer infrastructure do not require an I/I fee.

#### Notes:

1. *Design drawings performed by a Massachusetts Professional Engineer are required for all New Construction, Sewer Main Extensions or Pumped Design submittals. The Sketch Form shall only be used for connection to existing buildings or repairs.*
2. *The Sewer Connection Application must be completed at the Engineering Department. The Sketch Form and Trench Permit can be completed prior to submitting the application and are available to download from the Engineering Department website.*

#### **STEP 2: ENGINEERING REVIEW OF APPLICATION**

An engineer reviews the sewer application to ensure a sewer connection is feasible at the subject location. After an engineer approves the application, a permit will be issued for the sewer connection

and the trench work. The contractor can begin the work. The Engineering Department will then forward a copy of the permit to the Department of Public Works. For simple connections, this step is usually completed at the same time the contractor submits the application.

### **STEP 3: FIELD INSPECTIONS**

With 24 hour notification, the licensed contractor shall notify the Engineering Department when the building sewer is ready for inspection and connection to the public sewer. The engineer shall inspect the work for conformance to the Sewer Rules and Regulations and Standards. For a typical inspection, the contractor shall be required to notify the Engineering Department for inspection at the following points:

1. Upon Excavation of Trench
2. Upon Installation of Piping (prior to backfill)
3. Final cover (the Engineering Department must approve installation prior to backfill)

### **STEP 4: ISSUE CERTIFICATE OF COMPLIANCE LETTER TO CONTRACTOR**

If requested by the contractor, the Engineering Department shall prepare a Certificate of Compliance Letter for the contractor.

### **STEP 5: BILL FOR SEWER STUB**

After final approval has been issued by the Engineering Department, a bill for the sewer shall be generated based on the amount on file. This bill gets sent to the Town Manager's office for endorsement and then ultimately to the Town Accountant for final issuance of the Bill.

Date: August 9, 2016



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## -SEWER SKETCH FORM-

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ADDRESS: \_\_\_\_\_

DATE: \_\_\_\_\_