

# Sewer Reconnect/New Permit Procedure

Submit Sewer Permit Application for Reconnect and/or New.

Plans are required. DVD is required for reconnect/new.

Permit fee payment is not accepted at this time.

Note: Must have cap/disconnect sewer permit completed before submitting for reconnect/new.

Must submit Site Plan that shows both the proposed sanitary sewer work and all storm drainage work, any permeable pavement, cultec, etc.

Application submittals that are missing this information will result in the application being denied.

DVD Video must be done using a self-leveling camera, include footage counter, and image quality must be clear.

Note: Only DVDs are accepted. VHS format and flashdrives are NOT accepted.

Make a copy of the DVD for your records.

The Town can not make copies of DVDs and the Town will not return DVDs.

Sewer Permit review process takes approximately 4 weeks.

Once application review is done,

Applicant will be notified of any conditions, outstanding documentation needed, and permit fee.

Fee can be paid by Check (made payable to Town of Greenwich),

Money Order, Debit Card, or Credit Card (Mastercard, Visa).

Once outstanding documentation and permit fee is submitted, the Sewer Permit will be issued in 1 to 2 days.

Have work inspected by the Sewer Inspector/E.A.E..  
Call 203-622-0963 ext. 5 at least 48 hours in advance.

Once all sewer permit conditions and requirements are met and approved by the Sewer Division, the Sewer Final will be issued and sent to the Building Division.

Read the Sewer Permit Application Process in this package.