

# APPLICATION FOR GENERAL BUILDING SEWER CONNECTION AND DISCHARGE PERMIT

SUFFOLK COUNTY DEPARTMENT OF PUBLIC WORKS  
DIVISION OF SANITATION  
600 Bergen Avenue  
West Babylon, New York 11704

This Application Is Not Valid Until This  
Section Is Completed By The SCDPW

Permit No.

Issued By:

**INSTRUCTIONS:**

1. Complete this form by printing or typewriting the required information.
2. The owner must obtain all required permits and complete informational forms as required by local agencies having jurisdiction, including but not limited to highway and building departments. Attach copies of required permits and forms to this application.
3. Only contractors licensed and bonded with this office will be permitted to do sewer connections.
4. Attach a copy of your most recent tax bill.
5. A CERTIFICATE OF APPROVAL will be issued when all work, including pumping, and backfilling of cesspools, septic tanks and overflow pools has been satisfactorily completed and inspected.
6. New construction on minor subdivisions must include new Suffolk County tax lot numbers and new house numbers.
7. Contractor and property owner making connection are responsible for pumping and backfilling of sanitary system.
8. See SPECIAL NOTES on reverse side.

Part of Subdivision

Name of Subdivision:

DPW Job # (If Any)

Lot #

**INFORMATION REQUIRED FOR LOCATION REQUESTING SEWER CONNECTION**

|   |  |          |        |      |
|---|--|----------|--------|------|
| Address:  | Suffolk County Real Property Tax Map No. |          |        |      |
|   | District:                                | Section: | Block: | Lot: |
| Owner:  | Name of Nearest Intersection Street:     |          |        |      |
| Owners Phone #:                                   | Contractor's Name:                       |          |        |      |
| Owners Mailing Address (If different than above): | Contractor's Phone #:                    |          |        |      |

**FOR ALL CESSPOOL, SEPTIC TANKS, OVERFLOW POOLS**

|  |             |
|--|-------------|
| Proposed Scavenger Waste<br>Hauler's Name: | Permit No.: |
|--|-------------|

**CHECK ALL APPROPRIATE BOXES & SUPPLY REQUESTED INFORMATION**

|  |  |
|--|--|
| <input type="checkbox"/> Private One-Family Dwelling<br><input type="checkbox"/> Private Multiple-Family Dwelling    _____ # of Units<br><input type="checkbox"/> New Construction<br><input type="checkbox"/> Existing Dwelling New Connection<br><input type="checkbox"/> Addition to Connected Dwelling<br><input type="checkbox"/> Repair of Existing Connection<br><input type="checkbox"/> Roots at Spur <input type="checkbox"/> Broken Pipe<br><input type="checkbox"/> Blockage <input type="checkbox"/> Settled or Back Pitched Pipe<br><input type="checkbox"/> Dewatering Required<br><input type="checkbox"/> Pole Hold Needed<br><input type="checkbox"/> New Spur or Point Of Connection Needed<br><input type="checkbox"/> Cut in Wye <input type="checkbox"/> Core Existing Manhole<br><input type="checkbox"/> Main Extension <input type="checkbox"/> Install New Manhole<br><input type="checkbox"/> Disconnect, Demo then Reconnect | <p style="text-align: center;"><b>CONTRACTOR TO PROVIDE DETAILED DRAWING<br/>ATTACH 8.5" x 11" PAGE WITH COMPANY LETTERHEAD</b></p> <p><u>Detail Drawing to Include:</u><br/>         Address<br/>         Tax Map Number<br/>         House Location<br/>         Location of Cast Iron Leaving Building<br/>         Driveway<br/>         Curbs &amp; Sidewalk<br/>         Location &amp; Number of Cesspools<br/>         Location of Water Service &amp; All Underground Utilities<br/>         Length, Type &amp; Layout of Proposed Sewer Line<br/>         Utility Poles Within 10' of Connection<br/>         Large Trees or Obstacles within 20' of Sewer</p> |
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TAKE NOTICE THAT FALSE STATEMENTS MADE HEREIN ARE PUNISHABLE AS A CLASS "A" MISDEMEANOR PURSUANT TO SECTION 210.45 OF THE PENAL LAW.

BY SIGNING THIS PERMIT ALL PARTIES UNDERSTAND AND AGREE TO FOLLOW ALL CODES, GUIDELINES, TECHNICAL SPECIFICATIONS AND SPECIAL NOTES PERTAINING TO SEWER CONNECTIONS.

|                    |       |                         |       |
|--------------------|-------|-------------------------|-------|
| OWNER'S SIGNATURE: | DATE: | CONTRACTOR'S SIGNATURE: | DATE: |
|--------------------|-------|-------------------------|-------|

**FOR SUFFOLK COUNTY DEPARTMENT USE ONLY**

|                       |       |  |       |
|-----------------------|-------|--|-------|
| Connection Completed: | Date: | Cesspools, Septic Tanks, Overflow Pools Pumped & Backfilled: | Date: |
|-----------------------|-------|--|-------|

FEE             R/O             SPECIAL R/O

## SPECIAL NOTES

1. This connection and discharge permit is issued subject to the terms and conditions of the “**Suffolk County Code Chapter 740 Sewers**” and is contingent upon the permittee complying with all terms contained therein.
2. Connection to County sewage works without prior approval is unlawful. The entire installation must be inspected and approved prior to backfilling. Backfilling of the connection prior to inspection and approval is a violation of the “Suffolk County Sewer Regulations” and violators are subject to penalties. No building sewer will be approved unless visually inspected by an inspector authorized by SCDPW. An authorized SCDPW inspector must be present when the connection is made to the sewer stub.
3. Notify the SCDPW at least two working days prior to commencing work to schedule an inspection; between the hours of 8:30 AM and 3:00 PM, call (631) 854-4185 or 854-4186. Inspections will be made only during the normal working hours.
4. In case of emergency call (631) 854-4150 for the SD #3 and (631) 852-4109 for all other Suffolk County owned Sewer Districts.
5. All construction methods and materials shall comply with the regulations issued for building sewer connections. Copies of **Technical Specifications and Guidelines for the Construction of Building Sewers** may be obtained at the offices of the SCDPW.
6. Where use of septic tanks, cesspools, or overflow pools is discontinued following connection to sewage works, the owner of the property containing such septic tanks, cesspools or overflow pools shall have all such structures located and all shall be properly emptied, cleaned and backfilled with earth, sand or other clean material acceptable to the Administrative Head **immediately** following connection to the sewer. Access for inspection must be provided. Failure to have all cesspools, septic tanks and overflow pools, whose use is discontinued, properly abandoned is unlawful.
7. In accordance with New York State Industrial Code Rule 53, prior to performing excavation the excavator must notify Dig Safely New York at 811.
8. Attention is directed to the New York State Department of Health’s **Recommended Standards for Waterworks**, Section 15.4. For physical constraints and required pipe material see **Technical Specifications for the Construction of Building Sewer Connections**.
9. Keep this permit on the premises, available for exhibition at all times during the construction of the work.
10. **Warning:** Construction of a building connection is dangerous. **DO NOT** attempt unless familiar with proper construction techniques.
11. New construction must obtain Suffolk County Health Department Approval from the office of Waste Water Management before connection to a Suffolk County owned sewer district. (631) 852-5700
12. Back Flow Preventers are required in areas connected to public sewers that are subject to back up.
13. Storm drainage, subsurface water, groundwater, roof run off and/or subsurface drainage are prohibited from entering the Suffolk County sewers. The discharge of sump pumps to the County sewer system is illegal as per Suffolk County Code Chapter 740 – Sewer Section 740-25.