

Permit checklist:

- Steuben County/Lagrange County permit application form
- Plot plan detailing all existing and proposed structures/improvements/utilities. *Measurements must be included to ensure the easement is maintained. Easement of 5' or 7 ½' on all sides is specific to property and encompasses the force main sewer line, lateral sewer line, grinder tank, and control box. Contact our office regarding your specific easement. Please call 811 for a locate of any utilities/lines to mark correctly on the plot plan.*
- Permit fee: \$30-\$100 (See SLRWD permit fee sheet for applicable fee)

new sewer hookups

- \$3000 capacity fee
- Copy of the *recorded deed*
- Deeded owners to sign Easement Agreement with a notary.
 - Property owner(s) will purchase sewer equipment from Straeffer Pump & Supply after approval.
 - Property owner(s) incurs the contractor costs to install. SLRWD will inspect.

After reviewing the plot plan with all existing and proposed items marked with measurements, we can determine if an *easement encroachment* is needed. Items needed for an easement encroachment are:

- Encroachment & Variance Request form
- Plot plan showing proposed plans and measurements being presented for an encroachment of the sewer easement.
- Copy of *recorded deed*
- Written request from contractor/builder/property owner(s) to be added to the agenda and attend a SLRWD board meeting.
 - If the board approves the encroachment, we will need:
 - Property owner(s) signature(s) on the *encroachment agreement* with a notary
 - All applicable permit items from the checklist are required before a non-objection letter will be issued.

Only specific lots are grandfathered in for shared tanks. The second new home to connect to a shared tank is responsible for an upgrade fee of \$3020 (this is in addition to the permit fee and capacity fee).

Per our current standards, no new shared tanks will be approved.