



Narragansett Bay Commission

COMMERCIAL/INDUSTRIAL

Sewer Connection Permit Application Checklist

An application is complete and will be reviewed by the Narragansett Bay Commission only if the following items are submitted:

Step by Step Application Process

If you have one of the following types of properties, you will need to complete this application.

Commercial/Residential: Residential Complex greater than 6 units such as apartment buildings, hotels/motels, nursing homes, etc.

Commercial/Retail: Retail and/or food preparation operations on site such as restaurants, Salons, retail stores, offices, banks, etc.

Commercial/Industrial: Retail/wholesale factories, multi-use buildings, Jewelry companies, machine shops, printing companies, photo processing, etc.

Subdivisions: A development in which several houses/buildings will be connected and discharge to a common sewer line that may be an extension to the municipal wastewater system main line.

Please follow the steps below to submit your application:

1. Complete the application form (pages 1 through 4) in its entirety and with the appropriate signatures.
Please Note: The Applicant information listed in item 1, should name the person responsible for the Sewer Connection Permit, **either the property owner or drain layer.**
2. Required Plan(s): Submit one (1) Copy of a Site Plan that includes building(s) location, utilities, plat & lot number(s), street address, and location of sewer connection from building(s) to the street.
4. Submit this permit application with the fee payable by check or money order to the Narragansett Bay Commission. This fee is applicable to all applications for a new sewer connection, either connecting directly or indirectly to NBC facilities. The fee is payable at the time of application.

COMMERCIAL

\$779 PER BUILDING CONNECTION

**No sewer connection permit application will be processed without the appropriate fees. Any questions regarding this application, please contact Ms. Tina Moretti at Narragansett Bay Commission Permitting Section at:
(401) 461-8848 extension 353.**

**Applications can be mailed to: Narragansett Bay Commission,
Permit Section, One Service Road, Providence, RI 02905.**

**Did you know that you can electronically file your application and pay your application fee online?
Visit <http://permits.narrabay.com> to file and pay online.**



NARRAGANSETT BAY COMMISSION

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Sewer Connection Permit Application

1. **Permittee:** (This person may be the Engineering/Consulting Firm)

Name: _____

Company Name (if applicable): _____

Address: _____

City/Town: _____

State: _____

Zip: _____

Telephone #: (Bus.) _____

(Cell) _____

E-mail Address: _____

2. **Property Owner:** (if other than Permittee)

Name: _____

Company Name (if applicable): _____

Address: _____

City/Town: _____

State: _____

Zip: _____

Telephone #: (Bus.) _____

(Cell) _____

E-mail Address: _____

3. **Property Description:** (Provide a sketch or map)

Property Address*: _____

City/Town: _____

Plat No.(s): _____

Lot No.(s): _____

If a street address has not been assigned, the Applicant will be required to submit the street address prior to discharging from the connection.

Does this property have an existing sewer connection?

YES

NO

What is the source of water to the premises? (check the appropriate boxes)

MUNICIPALITY

RIVER/STREAM

WELL

OTHER

4. **Reason for Connection:**

Existing with no prior sewer connection

New construction

Renovation or Addition (Increase of flow > 20%)

Change of use (Increase of flow > 20%)



NARRAGANSETT BAY COMMISSION

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5. Type of Commercial Use: (Provide floor plan(s), site plan(s))

- | | |
|---|---|
| <input type="checkbox"/> Office Building | <input type="checkbox"/> Restaurant |
| <input type="checkbox"/> Retail | <input type="checkbox"/> Residential greater than 6 units |
| <input type="checkbox"/> Hotel/Motel | <input type="checkbox"/> Health/Medical Care |
| <input type="checkbox"/> Factory (w/cafeteria) | <input type="checkbox"/> Factory (w/o cafeteria) |
| <input type="checkbox"/> Laundry (w/dry cleaning) | <input type="checkbox"/> Laundry (w/o dry cleaning) |
| <input type="checkbox"/> Jewelry/Metals Mfg. | <input type="checkbox"/> Machine Shop |
| <input type="checkbox"/> Printing/Photo | <input type="checkbox"/> Brewery |
| <input type="checkbox"/> Food Processing | <input type="checkbox"/> School |
| | <input type="checkbox"/> Other |

Describe business operation(s): _____

6. Building Description:

_____ No. of Building(s) _____ No. of Offices _____ No. of Bathrooms _____ Seating Capacity (restaurants)
 _____ No. of Work Stations (factory) _____ No. of Washers (laundry)* _____ Bedding Capacity (hotels, residential)

*Include list of washers with capacities and estimated water usage.

7. Wastewater Generation:

_____ What is the maximum number of persons expected to occupy the building(s)?
 _____ The total estimated average daily flow in gallons per day. *Please attach calculations.*

OFFICE USE ONLY

Estimated average daily flow: _____ gpd

Estimated peak daily flow: _____ gpd

Calculations:

Initial: _____



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8. Construction:

What are the approximate starting and finishing dates of construction? _____
Start Date Finish Date

Please provide information about the Drain Layer/Plumber.

Name: _____ License Number: _____

Company: _____

Address: _____ City/Town: _____ State: _____ Zip: _____

Telephone: (Bus.) _____

Email: _____

Please provide information about the Drain Layer/Plumber's Bond Company.

Company: _____

Address: _____ City/Town: _____ State: _____ Zip: _____

Amount of Bond: _____ Telephone (Bus.) _____

9. Construction Process:

Will there be site remediation/dewatering associated with this project that will be discharged to the public sewer system. If YES, a NBC Stormwater permit will be required.

YES

NO

10. Connection Details:

Describe and attach a drawing, plan or sketch of the connection design, construction details and location of connection to lateral. A digital photograph is required to be submitted with the Connection Completion Form included with your permit.

11. Sewer Extension Approval:

Will the proposed sewer connection(s) require a sewer extension to the public sewer system?

YES

NO

If YES, this application must be signed below by an authorized representative of the City or Town confirming that the proposed sewer extension will conform to the City or Town RI DEM approved Facility Plan.

Signature of Authorized City or Town Agent Date



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12. **Required Signatures:**

If this Sewer Connection Permit Application is approved, the undersigned applicant agrees to accept and abide by all provisions of the Narragansett Bay Commission's Rules and Regulations for the Use of Wastewater Facilities within the Narragansett Bay Commission District, as amended, and shall in every respect conform to the terms of this application. Any changes to the information in this Sewer Connection Permit Application must be reported to the Narragansett Bay Commission.

Signature of Property Owner

Date

Signature of Drain Layer

Date

Note: Once the permit is approved, it will be mailed to the Permittee and emailed to the Drain Layer. Please be sure to have this information on the application.



NARRAGANSETT BAY COMMISSION
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SAMPLE SITE PLAN

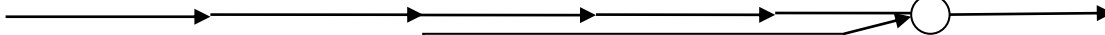
Plat: _____

Lot: _____



Sewer line from building to street
PROVIDE SIZE OF PIPE AND PIPE MATERIAL

Sewer Line



Sewer Connection in street
**PROVIDE CONSTRUCTION
DETAILS**

Water Line



Street Name: _____