



Narragansett Bay Commission

NON-RESIDENTIAL

Sewer Connection Permit Application

NBC Rules and Regulations are located on our website:

<http://www.narrabay.com/about-us/rules-regulations>

Note: A building is considered NON-RESIDENTIAL if it's mixed-use or has seven (7) or more dwelling units. NON-RESIDENTIAL applications also include industrial buildings, commercial buildings, and developments with multiple buildings.

DIRECTIONS

- 1.) An NBC Permit is required in the following situations:
 - A.) For any new sewer connection
 - B.) For any change > 20% in the quantity of flow entering the sewer system
 - C.) For any change in the quality of flow entering the sewer system
 - D.) Whenever alterations/work is performed on or near NBC facilities

A list of all the different NBC Permit Applications can be found at www.narrabay.com
- 2.) The information below must be included with the completed NBC Non-Residential Application at time of submittal:
 - Water Meter Proof:** Service sheet or email from the water supply board confirming the domestic water meter size
 - Property Owner Signature:** Signature from the property owner or authorized representative
 - Site Plan:** Professional Engineer (P.E) stamped plan(s) showing sewer/drainage connection(s) from the proposed building to the public sewer main
 - Full Payment:** Contact permits@narrabay.com with details for proper calculation
- 3.) Each building requires its own separate connection to the public sewer system. Where authorized, a sewer may service multiple buildings prior to connecting to the public sewer system. In this case, a Property Affirmation Form must be completed identifying who is responsible for the operation and maintenance of this private sewer. Please contact permits@narrabay.com for the Property Affirmation Form.
- 4.) Send electronic submittals to permits@narrabay.com

Send mailed applications and payments to:
Narragansett Bay Commission
Permits Section
One Service Road, Providence RI 02905

If you have any questions or would like to schedule a pre-application meeting with NBC contact the Permitting Section at permits@narrabay.com or 401-443-4584

COMPLETE ALL APPLICATION SECTIONS

SECTION I - CONTACT INFORMATION

SECTION II - GENERAL INFORMATION

SECTION III - EXISTING PROPERTY INFORMATION

SECTION IV - PROPOSED PROPERTY INFORMATION

SECTION V - STORMWATER

SECTION VI - SIGNATURES

SECTION VII - FEE/PAYMENT

SECTION VII - GUIDELINES FOR ESTIMATING FLOW



Narragansett Bay Commission
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INTERNAL USE ONLY	
Permit # _____	
Account # _____	
<input type="checkbox"/> Direct	<input type="checkbox"/> Indirect

SECTION I: CONTACT INFORMATION

1. PROPERTY OWNER / AUTHORIZED REPRESENTATIVE *Name that will be associated with the permit file*

Name: _____

Company Name (if applicable): _____

Address: _____

City/Town: _____ State: _____ Zip: _____

Telephone #: (Bus.) _____ (Cell) _____

E-mail Address: _____

2. ADDITIONAL NOTIFICATION RECIPIENT (Engineer/Consultant/Contractor)

Name: _____

Company Name (if applicable): _____

Address: _____

City/Town: _____ State: _____ Zip: _____

Telephone #: (Bus.) _____ (Cell) _____

E-mail Address: _____

3. DRAIN LAYER (if known)

Name: _____ License #: _____

Company Name (if applicable): _____

Address: _____

City/Town: _____ State: _____ Zip: _____

Telephone #: (Bus.) _____ (Cell) _____

E-mail Address: _____

4. DRAIN LAYER BOND COMPANY

Company: _____

Address: _____

City/Town: _____ State: _____ Zip: _____

Business Telephone #: _____

E-mail Address: _____

Amount of Bond \$: _____



SECTION II: GENERAL INFORMATION (Continued)

10. Total number of buildings or building modifications included in this application: _____

If there's more than one building, SECTION IV - PROPOSED PROPERTY INFORMATION must be completed for EACH building included in this application.

11. Will a pump/lift station be required to transport sanitary waste to the public sewer system?

Yes No

If Yes, do you have an Order of Approval from RIDEM?

Yes No

12. Will this building discharge to a shared private sewer (servicing multiple buildings prior to connection to public sewer)? Yes No

If Yes, a Property Affirmation Form must be completed identifying who is responsible for the operation and maintenance of this private sewer. Please contact permits@narrabay.com for the Property Affirmation Form.

13. Total number of dwelling units / apartments associated with this application: _____

PRE-APPLICATION MEETINGS

If the following conditions will require a pre-application meeting, contact NBC's Permitting Section at permits@narrabay.com or call 401-443-4584 to schedule

- Private Sewer:** Proposed sewer that will service multiple buildings prior to connecting to the Public Sewer Main and will NOT be owned by the City/Town/NBC. A separate permit will be required for the Private Sewer.
- Shared Water Service:** Multiple buildings included in the application that will share water service and have only one (1) water meter. ****Only one sewer/water service account****
- Residential Developments:** Proposed public sewer extension or private sewer anticipated to service multiple residential homes.
- Building Complex:** Large scaled development that will take place over numerous years and includes ten or more buildings. Supporting plan(s) must separate the buildings into phases of work. Permit(s) will be issued per phase of work.
- Other:** Applicant requests a pre-application meeting to discuss unique conditions associated with the property.



SECTION III: EXISTING PROPERTY INFORMATION

14. Provide a general description of the **EXISTING property and the pervious/impervious areas:**

_____ # of Buildings **or** Vacant Land **or** Vacant Building

Total Area: _____ Acres Square-feet

Greenspace/Pervious: _____ % + Hardscape/Impervious: _____ % = 100% of Total Area

15. Describe **EXISTING conditions and land uses on the property:**

16. Provide **EXISTING building utility information:** NONE - Property is Undeveloped

POTABLE WATER SUPPLY

- Well System
- Municipality
- Other

Existing Water Meter Size: _____ **Existing # of Water Meters:** _____

SEWER

- Onsite Wastewater Treatment System
- Public Sewer System
- Other (explain): _____

Existing # of Sewer Connections: _____ **Existing Sewer Pipe Diameter(s):** _____

17. Does any stormwater or groundwater currently (Pre-Construction) drain to the public sewer system? YES NO UNKNOWN

If YES, identify all existing connection points on submitted plans and documentation

18. Check any/all **EXISTING methods used to manage on-site stormwater:**

- Shed flow to public road Shed flow to greenspace/waterway/wetlands
- Roof downspouts connected to sewer/drain Roof downspouts discharge to ground surface
- Connected to buried infiltration system on site Connected to catch basins
- Other (explain): _____



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SECTION IV: PROPOSED PROPERTY INFORMATION

Note: This page must be completed for **EACH** building associated with the application

19. Building Address or Unique Identification Information: _____

20. Type of Building Proposed:

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Office Building | <input type="checkbox"/> Dental/Medical | <input type="checkbox"/> Mixed-Use | <input type="checkbox"/> Food Processing/Preparation |
| <input type="checkbox"/> Retail | <input type="checkbox"/> Hotel/Motel | <input type="checkbox"/> Laundry | <input type="checkbox"/> Machine/Auto Shop |
| <input type="checkbox"/> Residential | <input type="checkbox"/> Brewery/Distillery | <input type="checkbox"/> Storage Facility | <input type="checkbox"/> Nursing Home/Dormitory |
| <input type="checkbox"/> Other (describe): _____ | | | <input type="checkbox"/> School/Sports Facility |

21. Proposed Building Details:

- | | |
|--|-----------------------------------|
| Number of Employees: _____ | Number of Roof Drains: _____ |
| Number of Bedrooms: _____ | Number of Floor Drains: _____ |
| Max. Building Capacity: _____ | Number of Sump Pumps: _____ |
| Seating Capacity (restaurants/cafeterias): _____ | Number of Grease Traps: _____ |
| Number of Oil/Water Separators: _____ | Number of Washing Machines: _____ |

Car washes need to provide their own calculations for estimated daily discharge

22. Provide PROPOSED building utility information:

POTABLE WATER SUPPLY

- Well System
- Municipality
- Other

Proof of proposed water meter size must be submitted with the application

Proposed Water Meter Size: _____ Proposed # of Water Meters: _____

SEWER

Proposed # of Sewer Connections: _____ Proposed Sewer Pipe Diameter(s): _____

23. Identify all PROPOSED method(s) to manage the on site stormwater and/or groundwater POST CONSTRUCTION:

- | | |
|--|---|
| <input type="checkbox"/> Underground System | <input type="checkbox"/> Discharge to Landscaped Areas |
| <input type="checkbox"/> Permeable Pavement | <input type="checkbox"/> Green Roof |
| <input type="checkbox"/> Rain Barrels | <input type="checkbox"/> Overland Flow to Waterway/Wetlands |
| <input type="checkbox"/> Connect to Storm Only System | <input type="checkbox"/> Other (describe): _____ |
| <input type="checkbox"/> Connect/Discharge to Combined System | |

See SECTION V - STORMWATER on the next page for clarification on whether the sewer system is combined (sanitary and stormwater) in your City/Town. If there is stormwater entering the combined system pre/post construction, a \$740 fee will be applied to the TOTAL PERMIT FEE



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SECTION V: STORMWATER

24. Stormwater connections/discharges to the sewerage transport system will **NOT** be approved in the following Cities/Towns:

- Johnston
- Lincoln
- Cumberland
- East Providence
- Smithfield
- North Providence
- Cranston

25. Any stormwater connections/discharges made to the **combined sewerage** transport system in these Cities are subject to a \$740 stormwater fee.

- Providence
- Pawtucket
- Central Falls

EXCEPTION: Stormwater handled totally onsite and/or discharging to a stormwater only system will not be charged the \$740 stormwater fee.

If you need clarification on whether the stormwater from your project enters the combined system please contact permits@narrabay.com or call 401-443-4584.

26. Provide the supporting stormwater documents shown below:

- A. Stormwater Report (flow calculations included)
- B. Stormwater Management Plan
- C. Stormwater Operations & Maintenance Plan

27. Indicate the Pre/Post flow rate numbers (gallons per day) for the storm events show below:

STORM EVENT	PRE-CONSTRUCTION RUNOFF (GPD)	POST-CONSTRUCTION RUNOFF (GPD)	% REDUCTION
3 MONTH			
2 YEAR			
10 YEAR			
25 YEAR			
100 YEAR			



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SECTION VI: SIGNATURES

By signing below, I affirm that I am the property owner or authorized representative for the project location detailed on Page 2 and have provided accurate information to the best of my ability. The undersigned property owner/authorized representative agrees to accept and abide by all provisions of the Narragansett Bay Commission's Rules and Regulations for the Use of Wastewater Facilities, as amended, and shall in every respect conform to the terms of this application. Any changes to the application or supporting documents must be reported to the Narragansett Bay Commission. By signing this Application, the undersigned property owner/authorized representative agrees to be fully responsible for the removal of and/or costs associated with corrections of any obstruction, harm, or other limitation(s) to the NBC's facilities or functionality caused by the activities of the property owner/authorized representative or its agents/contractors during or after the construction process.

Signature of Property Owner or Authorized Representative Date:

Printed Name of Property Owner or Authorized Representative

Signature of Drain Layer Date:

Printed Name of Drain Layer

**SUBMIT ALL COMPLETED SECTIONS ALONG WITH THE REQUIRED DOCUMENTS,
SIGNATURES AND PAYMENT**

<u>NBC OFFICE USE ONLY</u>	
Estimated Average daily flow: _____	gallons per day
Estimated Peak daily flow: _____	gallons per day
Initial: _____	



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SECTION VII: FEE/PAYMENT

28. Contact NBC's Permitting Section at permits@narrabay.com or call **401-443-4584** to confirm the Total Permit Fee.

Domestic Water Meter Size	Capacity Fee (Per Meter)
5/8"	\$350
3/4"	\$525
1"	\$875
1 1/2"	\$1,750
2"	\$2,800
3"	\$5,250
4"	\$8,750
6"	\$17,500
8"	\$28,000
10"	\$40,250

# of Indirect Connections to Public Sewer System	Indirect Connection Fee
1	\$130
2	\$260
3	\$390
4	\$520
5	\$650
6	\$780
7	\$910
8	\$1,040
9	\$1,170
10	\$1,300

# of Direct Connections to Public Sewer System	Direct Connection Fee
1	\$300
2	\$600
3	\$900
4	\$1,200
5	\$1,500
6	\$1,800
7	\$2,100
8	\$2,400
9	\$2,700
10	\$3,000

Stormwater Fee = \$740 for all projects discharging stormwater to the combined system

Total Permit Fee = Capacity Fee (per meter) + Indirect or Direct Connection Fee + Stormwater Fee

29. Permit Invoice to be sent to (select one):

- Property Owner / Authorized Representative
- Other listed below (must complete number 30)

30. Additional Recipient:

- Engineer Consultant Contractor/Drain Layer Other: _____

Name of Additional Recipient: _____

Company Name (if applicable): _____

Street Address: _____

City/Town: _____ State: _____ Zip: _____

Telephone #: (Bus.) _____ (Cell) _____

E-mail Address: _____

31. Please indicate preferred method of invoice delivery:

- Mail
- E-mail

32. Payments can be made by check or money order only.

Mailed or hand deliveries to: **Narragansett Bay Commission**
Permits Section
One Service Road
Providence, RI 02905



SECTION VIII: GUIDELINES FOR ESTIMATING FLOW

<u>Type of Building</u>	<u>Wastewater Flow (gallons/person/day)</u>
• Hotel/Motel...	50
• Hospital (per bed).....	150
• Nursing Home (per bed).....	100
• Office Building/Retail Store (per employee)...	15
• Salon (per chair).....	150
• Boarding School or College.....	100
• Dentist Office (3 persons per chair).....	500
• Doctor/Chiropractor/Therapist (per doctor).....	250
• Restaurant (per table seat or counter seat).....	70
• Single Family House (per bedroom).....	150
• Multiple Family House (per bedroom).....	150
• Factory (sanitary wastes only, with cafeteria).....	20
• Factory (sanitary wastes only, without cafeteria).....	15
• School (without cafeteria, gymnasium or showers).....	10
• School (with cafeteria only).....	15
• School (with cafeteria, gymnasium and showers).....	25
• Service Station (per vehicle bay).....	100
• Theatre/Auditorium (per seat).....	3
• Laundry (per machine).....	500

NOTE: Other methods can and may be used for estimating wastewater flows. These methods must be documented and attached to the application.