



## RESIDENTIAL SEWER CONNECTION APPLICATION PROCEDURE

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The following procedure shall be followed for all residential sewer connection applications:

1. Obtain a Residential Sewer Connection Application Packet by contacting the Tiverton Wastewater District (TWWD) Office at the above address. The application packet includes these instructions and the following:
  - a. Sewer Tie-In Flow Chart
  - b. TWWD Sewer Betterment Assessment Agreement (if applicable)
  - c. TWWD Sewer Connection Application
2. Betterment assessment fees apply to properties abutting sewer lines for which public funds were expended to construct the sewer system. Confirm with TWWD if the property you wish to connect to the sewer system is a betterment assessed property and the total betterment fee amount.
  - a. If YES, complete the Sewer Betterment Assessment Agreement and submit to TWWD along with check in the amount of the betterment made payable to Tiverton Wastewater District. (Payment plans may be available.)
  - b. If the property you wish to connect to the sewer system does not require a betterment assessment, you will be required to pay the TWWD permit and inspection fee per 4 (e) below.
3. Contractors and homeowners may request TWWD mark out the sewer lateral stub location. Markout locations are approximate and based on best available record information. The actual service stub location may vary. The applicant should assume experimental excavation may be necessary to determine the exact location of the connection point.
4. Once you have selected a contractor to install the sewer connection for your property, complete the sewer connection application. When completing the application, you will need to:
  - a. Provide your proposed contractor's contact information and Rhode Island Underground Utility License number.
  - b. For new building construction, provide two (2) copies of your building floor plan and (2) copies of your exterior site plan and profile showing proposed sewer service connection.
  - c. For new building construction, provide a check for the sewer impact fee as calculated by the TWWD. Check shall be made payable to the City of Fall River.
  - d. For existing buildings, submit contractor's proposed tie-in sketch with the permit application.
  - e. For non-betterment properties, submit check for permit and inspection fee payable to the Tiverton Wastewater District. See latest connection application for these fees.
5. If your installation requires any excavation within the street, your contractor will be required to obtain a Street Opening Permit from the Tiverton DPW. Forms and information can be found on

[www.tiverton.ri.gov](http://www.tiverton.ri.gov). If your installation impacts a City of Fall River right of way such as State Avenue or Hancock Street, your contractor will need to obtain a Street opening permit from the City (See <https://www.fallriverma.org/drainlayers/>).

6. Once your Sewer Connection Application is approved and all street opening permits have been secured, the District will issue to you a copy of the fully executed TWWD/City of Fall River sewer connection permit.
7. You or your contractor must contact the TWWD a minimum of forty-eight (48) hours prior to installation of your sewer service to schedule an inspection. Your contractor will not be allowed to backfill the pipe until it is inspected, a sketch of the installation is completed, and photographs of the installation are taken. Inspections can be scheduled for Monday through Friday 9:00 am to 4:00 pm.
8. Your contractor will be required to forward an As-Built submittal of your sewer connection to the TWWD after he/she has completed the sewer connection work. The As-Built submittal must include the following information:
  - a. The sketch of the installation, including ties to the connection point as well as all bends in the pipe. Depth to pipe at the connection point, at the foundation wall as well as at 75-foot intervals shall also be included on the sketch.
  - b. Photographs to properly document all segments of the installation prior to backfilling.
9. Once the TWWD receives your As-Built submittal, we will issue you a Residential Wastewater Discharge Permit and TWWD account number. TWWD will submit a copy of the Permit to the Town of Tiverton Building Inspector and Tax Assessor offices as well as the appropriate water authority.  
*NOTE: For new construction, you will not get your Certificate of Occupancy (CO) until after the Permit is submitted to the Building Inspector's office.*