



How-To: Apply for a Wastewater Connection Permit

A Wastewater Connection Permit is required for any new connection to the City's sewer system.

Follow these steps to obtain a Wastewater Connection Permit:

- Fill out the Wastewater Connection Application form:
<https://cms6.revize.com/revize/southburlington/Planning/Forms/WWConnectionApplication20220926.pdf>
- Fill out everything on the form up to the box for the inspector to make a sketch. Please be sure the property owner signs the form just below the sketch box.
- The fee for this document is \$63.00 per connection (cost current as of 3/29/23, subject to changes annually). The following link outlines the different ways the payment can be made: https://www.southburlingtonvt.gov/how_do_i/make_a_payment/index.php . If you choose to pay online, pick Planning and Zoning as the bill type, and where it asks for a permit number, just enter TBD. If you choose to mail or bring the permit to City Hall, please mark Attn: P&Z on the envelope.
- **Digital submissions are strongly encouraged.** Email the Wastewater Connection Permit form to planning@southburlingtonvt.gov. Do not submit forms directly to DPW. You may also mail or drop off the application to the Planning & Zoning Department in City Hall, 180 Market Street, South Burlington, VT 05403.
- The South Burlington Department of Public Works (DPW) needs to inspect the pipe connection when it is made and before the connection is buried. In order to ensure a smooth process, the contractor or landowner must contact the DPW at (802) 658-7961 to schedule an inspection. It is best to coordinate with DPW a week ahead of time. There is no guarantee that DPW will be available to witness and document the connection on short notice.
- Once inspected, Planning and Zoning will return the form to you and also put it in our [online document repository](#).