



**Norwich
Public Utilities**



SANITARY SEWER Utility Service Installation Guidelines

**for residential properties
located in NPU's service
territory**

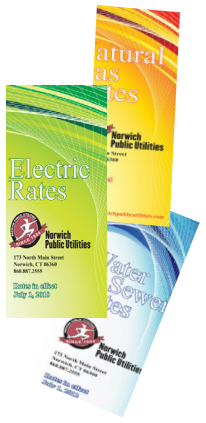
Norwich Public Utilities
Administrative Offices
16 South Golden Street
Norwich, CT 06360
860-887-2555

norwichpublicutilities.com
communitymatters@npumail.com

Rates

For natural gas, water, sewer, and electric rates please check our website: www.norwichpublicutilities.com.

For additional questions concerning our rates, please contact our Customer Service Department at 860-887-2555.



Residential Deposit Procedure

A deposit may be required for new residential services. Please contact NPU Customer Service at 860-887-2555 for more information.

Call Before You Dig

If your project requires digging, then you must notify Call Before You Dig by dialing 811. State law requires you provide at least two (2) full business days notice before you start excavating.

Your project area must be pre-marked in white paint or white flags to assist utility mark out personnel of where you intend to dig. This information you provide to CBYD is dispatched to all registered utilities that may be affected by your project.

Each utility will mark out their underground facilities using a unique color and note their initials. Important: You must hand dig when digging near natural gas lines.

Failure to comply may cause an accident and result in legal penalties and civil lawsuits. Visit www.cbyd.com for more information.

Color Code for Utility Locations

red	Electric
yellow	Gas-Oil
orange	Communications
blue	Water
green	Sewer
purple	Reclaimed Water, Irrigation, Slurry Lines
white	Proposed Excavation

Contact Information

Norwich Public Utilities

16 South Golden Street
Norwich, CT 06360
860-823-4513 (Project Coordinator)

Customer Service Center

173 North Main Street
Norwich, CT 06360
860-887-2555

City of Norwich Public Works Department

50 Clinton Avenue
Norwich, CT 06360
860-823-3798
www.norwichct.org/275/Public-Works

City of Norwich Building Department

23 Union Street
Norwich, CT 06360
860-823-3766
www.norwichct.org/246/Planning-Neighborhood-Services

Uncas Health District

401 West Thames Street
Suite 106
Norwich, CT 06360
860-823-1189
www.uncashd.org

The information contained herein is intended as a guide and is subject to change. Please contact Norwich Public Utilities prior to starting utility work on any project in NPU's service territory.

Residential Sanitary Sewer Service Installation

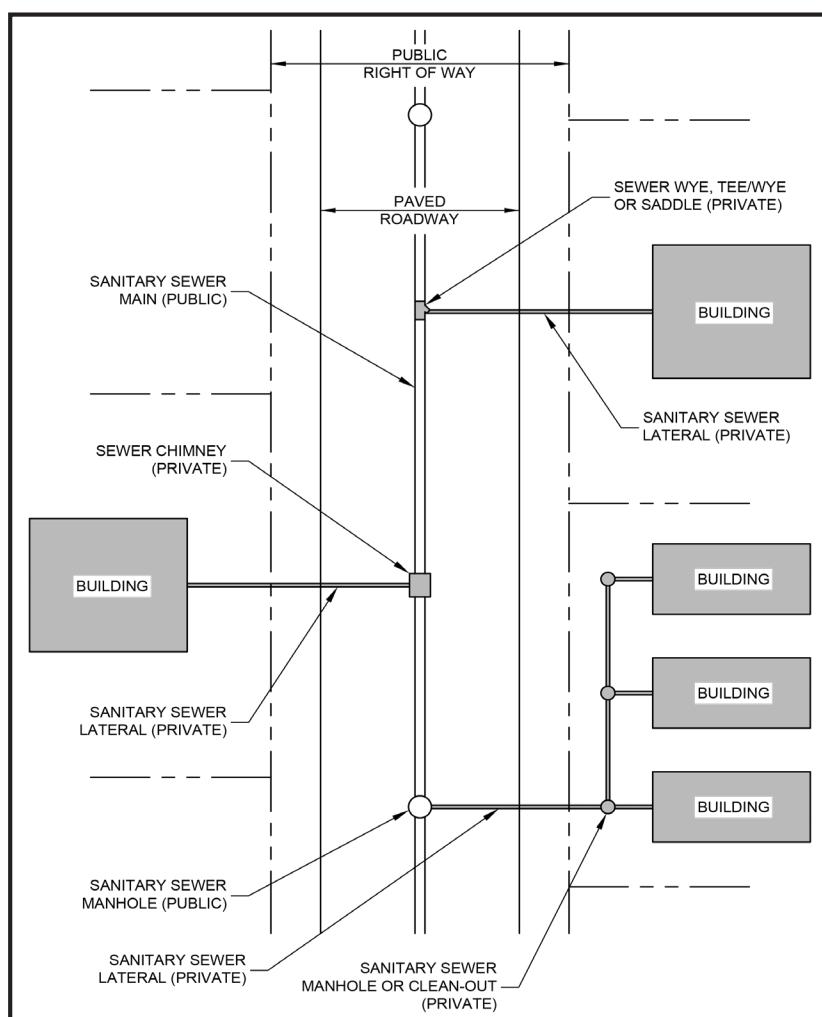
The Norwich municipal sewer system is divided into two (2) components:

City-owned main line sanitary sewer – The City-owned main sanitary sewer consists of all main line piping, manholes, structures, and appurtenances located within the publicly owned right-of-way or City easements. The City shall be responsible for maintenance, repair and installation of new and existing main line sewers.

Privately maintained sewer – The privately maintained sewer consists of the pipe from the building to the City-owned main line sewer, including the connection with the main line sewer at the “Y” branch or saddle connection through to the internal face of the building foundation. This portion of the building sewer is the responsibility of the property owner, who is responsible for costs associated with the furnishing, installation, repair, maintenance and replacement of this pipeline.

General requirements for sanitary sewer lateral installation

- No house connection may be constructed less than 5 feet horizontally from any underground gas, electric or telephone service, or less than 10 feet from a water service or main unless specifically approved by the appropriate Utility and NPU, or as noted in the State of Connecticut Public Health Code and as amended.
- Polyvinyl Chloride (PVC), ASTM D-3034, SDR 35, gravity sewer pipe integral wall bell and spigot joints with retained ring gasket.
- Ductile Iron Pipe (DIP), Class 52 for applications where bury depth is less than 3 feet.
- Minimum Slope = 2% (1/4" per foot)
- Two exterior clean-outs shall be provided on all service laterals. One shall be located directly outside of the building being served and the other as near to the edge of roadway pavement or sidewalk as practical.
- Clean-outs shall also be provided at all sewer junctions, changes in direction, and changes in grade.
- Pipe shall be laid on an even-tamped foundation of coarse sand, fine gravel or ¾" crushed stone.
- Backfill material shall be compactable materials, not frozen and free from clods of earth, stones larger than 2" in diameter, organic material, roots, stumps, peat and other unsuitable materials.



Sanitary Sewer System

Regulatory Standards

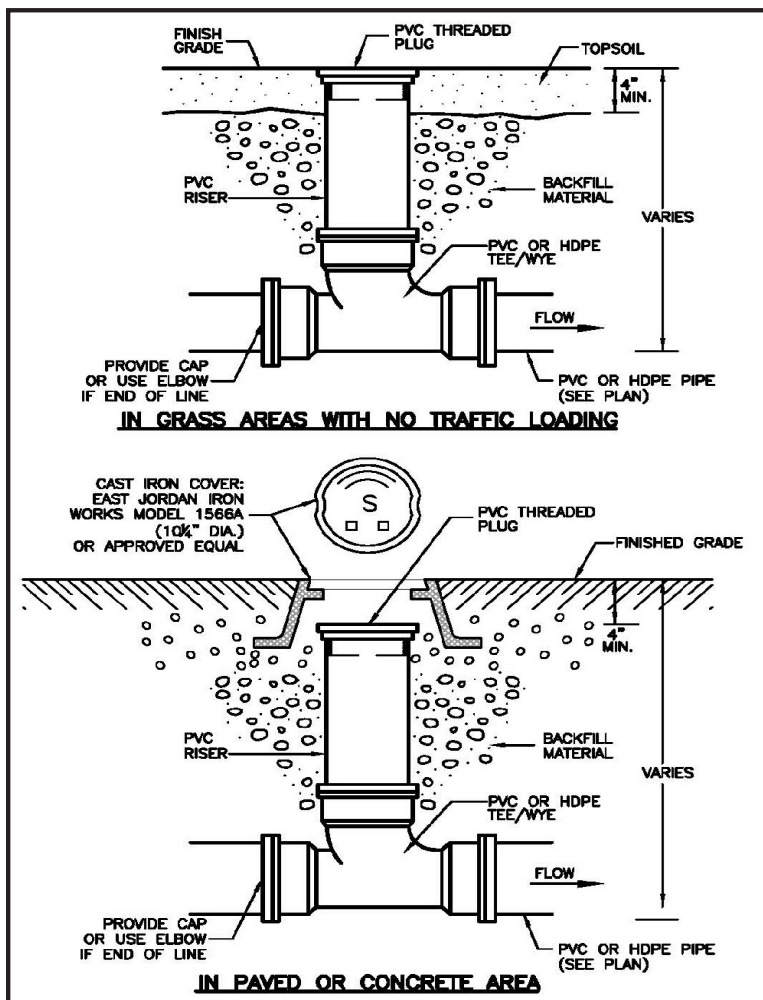
- Guidelines for the Design of Wastewater Treatment Works, TR-16, 2016 Edition and as amended as prepared by the New England Interstate Water Pollution Control Commission.
- State of Connecticut Public Health Code

Steps for sanitary sewer service installation

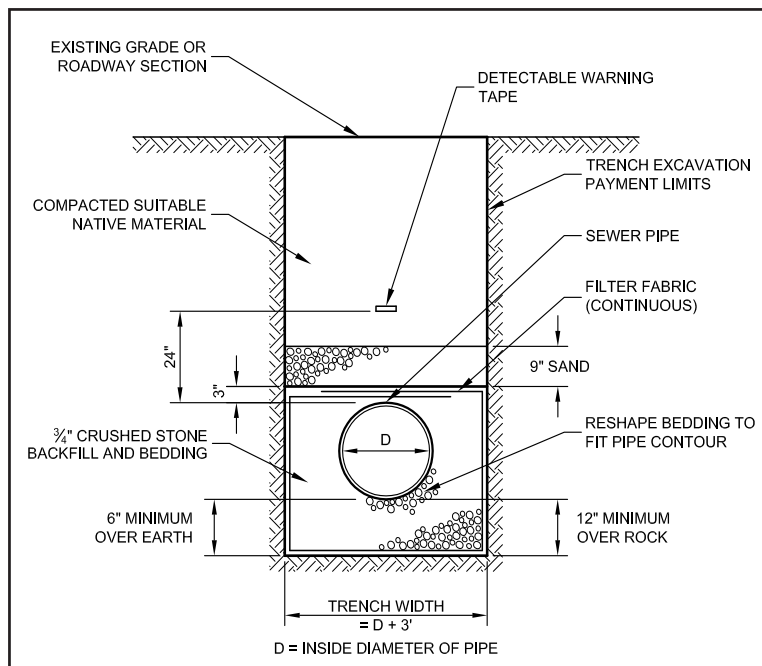
Follow these steps to ensure safe and efficient installation of the sanitary sewer service:

1. Complete NPU sewer connection permit. The permit application can be obtained at www.norwichpublicutilities.com or by calling 860-887-2555. A valid permit from NPU is required before starting any work (uncover, make any connection with, alter, repair, or disturb any public or private sewer main connected to NPU pipe or appurtenances.)
2. Prior to issuance of the permit, the property owner is required to pay all outstanding fees, charges, assessments, and other conditions applicable to the sewer installation.
3. Notify Call Before You Dig, 1-800-922-4455 or 811 after the permit has been issued by NPU.
4. Obtain an excavation permit from the proper regulatory agency if work is to be done outside the confines of private property.
5. Notify the NPU Project Coordinator at least one (1) business day in advance before starting any work authorized under the permit.
6. Notify the NPU Project Coordinator a minimum of two (2) business days before backfilling. Any trench containing a sewer lateral or other appurtenance shall not be backfilled until inspected and approved by the NPU Project Coordinator or other duly authorized agent.
7. Provide the NPU Project Coordinator a record drawing of the permitted work.

Note: Sewer usage is billed based on water consumption as measured by the water meter. The rate reflects a ratio of water discharged.



Typical clean-out detail



Sanitary sewer trench detail

Downloadable copies of the sewer service installation drawings are available on the NPU website www.norwichpublicutilities.com.

NPU reserves the right to order all or any portion of the permitted work to be halted, revoke such permit for the work, and/or refuse inspection for noncompliance with applicable construction and/or safety requirements.

Sewer Capital Connection Fee

The Sewer Authority of the City of Norwich adopted a Sewer Capital Connection Fee for new connections and the increase of existing discharge to the Norwich sewer system.

Fees generated are used to cover the cost of capital upgrades to the wastewater treatment facility and collection system.

The Capital Connection Fee will be charged for:

- Each new connection to the sewer system
- An expansion to a facility that affects the sewer system as follows:
 - Estimated sewer discharge is increased by at least 200 gallons/day
 - The number of Equivalent Dwelling Units (EDUs) in a multi-unit residential facility is increasedThe Capital Connection Fee shall be applied to the increase in EDUs resulting from the change in the Facility.
- The issuance of a State of Connecticut Department of Energy and Environmental Protection (CTDEEP) (general/ industrial) discharge permit or modification of an existing permit that increases maximum discharge.

The Capital Connection Fee will apply whether or not the facility, improvement or use is located within the geographic area of the City of Norwich.

New connections and improvements shall be assessed a Capital Connection Fee in accordance with the Connection Fee Schedule. Each EDU of wastewater discharge to the System shall constitute a connection charge due and payable of \$2,500; each fraction of an EDU shall constitute a connection charge due and payable of such fractional EDU multiplied by \$2,500.

Where a facility or improvement requires a CTDEEP discharge permit, the Fee will be based on the maximum allowable discharge as outlined in the permit. Each EDU of wastewater discharge to the system shall result in a connection charge of \$2,500.

Development/Enterprise Zone Exception:

To encourage economic development, the Capital Connection Fee for improvements shall be reduced up to 50% where **all** of the following conditions are met. The fee will be reduced equal to that of the City's funding contribution to the improvement or value of the tax abatement up to a maximum of 50% of the fee.

1. The improvement is located entirely within the City of Norwich; and
2. The improvement is located within an enterprise zone established pursuant to section 32-70 et seq., or has been designated or is part of a development project or is within the geographic area of a development plan; or is identified as part of the City's Mill Enhancement Program; and
3. The Norwich City Council (including an appointed Development Agency appointed to carry out a development plan and utilizing funding provided by the City Council) has contributed funding to the improvement or has approved an abatement of taxes otherwise applicable to the improvement.

The Fee must be paid in full prior to the issuance of a Sewer Authority Permit to connect. ***No Certificate of Occupancy (CO) shall be issued unless the Capital Connection Fee has been paid in full and the Sewer Authority Permit to connect has been issued.***

Please contact an NPU Project Coordinator at 860-823-4513 for more information. The complete Capital Connection Fee, including the schedule, is available on the NPU website: www.norwichpublicutilities.com.
