



4410 W. Streetsboro Road, Richfield, Ohio 44286
330-659-9201 Ext 5

SANITARY SEWER PERMIT APPLICATION

Applicant's Name: _____ **Date:** _____

Address: _____

Phone: _____ **Email:** _____

Owner's Name: _____

Address: _____

Phone: _____

Contractor to perform tie-in: _____

Address: _____

Phone: _____ **Email:** _____

LOCATION AND DESCRIPTION OF WORK

Address: _____

Sublot: _____ **Permanent Parcel Number:** _____

Type of occupancy: _____ Residential _____ Commercial

Nature of Construction: _____ New _____ Conversion _____ Repair _____ Cap

VILLAGE OF RICHFIELD

REQUIREMENTS FOR SANITARY SEWER CONNECTIONS

1. Permit

A permit must be obtained from the Service Department prior to commencement of any work involving connection to public sanitary sewers.

Permits may be obtained by the property owner or by licensed sewer tapper supplying written authorization before the property owner upon payment of a tap-in fee and/or permit fee and submission of plans of the proposed sewer line.

NOTE: Interior plumbing work requires a permit from the Summit County Health Department.

2. License

All sewer contractors must be licensed by the Village of Richfield

3. Pipe Standards and Tie-In

- A. All laterals shall be best quality polyvinyl chloride (PVC) plastic pipe (ASTMD3034, Type PSM, SRD-35), with elastomeric gasket joint (integral bell) type (ASTMD3212) or ABS plastic solid wall pipe (ASTMD2751, SRD-23.5 or SRD-35) with solvent cement type joints.
- B. All laterals to individual buildings shall be 6" diameter set at a minimum 1' & grade.
- C. Make tie-in to 6" connection provided in front of property using a 6" x 6" x 6" connection provided in front of property using a 6" x 6" x 6" tee as required and continue to building with 6" PVC to five feet (5') from building foundation line or as close to foundation as possible. A 6" x 4" eccentric reducer shall be required if outlet sewer from building is 4".
- D. The test tee-clean out must be installed one foot (1') behind the right-of-way on the sewer line and each 100' thereafter and at direction changes.

Test tee standpipe shall extend three feet (3') above the natural grade until after the final backfiring and finish landscaping are complete. Upon completion of finish landscaping, standpipes may be cut flush with finish grade.

A metal or plastic cover with imbedded metal shall be used at all locations to cap the test tee/clean out.

4. Installations

- A. Bedding – A minimum layers of 3” bedding consisting of #57 coarse aggregate material shall be provided upon a stable undisturbed subgrade.
NOTE: Slag will not be permitted as bedding material

- B. Haunching – After the pipe has been placed on the approved bedding material, #57 coarse aggregate material shall be placed around the sides of the pipe from the undisturbed trench wall to the pipe.

- C. Initial Backfill – No backfill shall be placed until after inspection is completed by the Village. After the haunching of the pipe has been completed, the pipe shall be covered with #57 coarse aggregate to a plain 6 inches above the top of the pipe.

- D. Backfill – Upon completion of the initial backfill, the best excavated material shall be used for backfilling the trench. Trash, boulders, frozen soil, etc. shall not be used as backfill material. Where the pipe is installed across driveways and pavements, granular backfill material, meeting requirements of Item 304 of the Ohio Department of Transportation “Construction and Material Specifications” shall be required above the pipe embedment material.

5. Use of Old Sewers from Buildings

Old building sewers may be used only when they are found to comply with Village sewer requirements.

6. Downspout, Footing Drains and Sump

No downspout drains or footing drains shall be connected to the sanitary system.

Existing properties may have a sump that receives drains from both footer drain tile and basement laundry waste drain systems. The sump pump then elevates and discharges into an existing septic tank.

These drains must be separated. Laundry tub wash drains must discharge to the sanitary sewer.

Sump must be retained to receive only footer tile drains with sump pump elevating and discharging this water into line now carrying down spout drains to storm drainage ditch, storm sewer.

Building floor drains are required to discharge into the sanitary sewer.

7. Septic Tank and Treatment Plant Elimination

All septic tanks and treatment plants, except those required for industrial pre-treatment, shall be uncovered and pumped dry. The tanks may be removed or if not removed the tank head shall be caved in, knock a hole in the bottom, add one (1) bag of lime to tank, backfill tank to existing grade with fill sand or suitable fill dirt. Any broken concrete placed in the tank shall be placed parallel to the bottom of tank.

Receipt of tank pump-out required and copy submitted to the Village.

8. Commercial – Control Manholes Required

Existing commercial buildings may have separate sanitary and oil grease separator lines exiting the building. A control manhole is required to intercept these lines before discharge to the public sewer. This requirement also applies to multiple buildings.

9. Inspections

Village Inspector will need to be on-site for the entire sanitary sewer installation.

Every new line and all connections must remain exposed until the following takes place:

- A. All connections are made.
- B. The septic system is eliminated.
- C. Pressure or smoke testing of installation.

Any work concealed before an inspection shall be uncovered.

****48-HOUR NOTICE FOR INSPECTION REQUIRED****

(Please call with notice by 11:00 AM)

10. Permit Fees – Bond – Insurance – Workers’ Compensation

A. Permits – Residential	\$300.00
Commercial/Industrial	\$600.00
GlenCairn	\$1,000.00
Reinspection Fee	\$50.00
B. Sewer Tapper’s License Fee (annual)	\$50.00
C. Performance Bond	\$5,000.00
D. General Liability Insurance	
\$500,000 each occurrence / \$500,000 aggregate	

NOTE: This is a summary of Village regulations governing sewer connections. For additional information, please refer to the Village’s Sewer Use Ordinance (Available upon request).

E. Contractor must supply the Village a copy of their Certificate of Premium Payment from the Ohio Bureau of Workers’ Compensation.

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