



**Town of Onancock
Sanitary Sewer Connection Application
for Residential Dwelling**

Applicant must complete this form and submit to the Town Manager for signature prior to any work.
Applications with incomplete information and/or without authorized signature(s) will not be processed.

Project Location

Street address: _____

Tax Map, Parcel ID, or GPIN: _____

Note: Please provide a survey plat to show the proposed sewer infrastructure to connect to the existing public sewer system.

Project Description

Property Owner Information

Owner Name: _____

Mailing Address: _____

Phone No: _____ E-mail: _____

Engineering Firm Information *(if applicable)*

Firm Name: _____ Main Office No: _____

Address: _____

Prj. Manager: _____ E-mail: _____

Prj. Engineer: _____ E-mail: _____
Engineer _____

Connection Type Information

Please check one of the following:

☐	1	Gravity service lateral to an existing sewer cleanout
☐	2	Gravity service lateral to an existing gravity sewer main
☐	3	Gravity service lateral to an existing sewer manhole
☐	4	Gravity service lateral to an existing vacuum pit
☐	5	Gravity service lateral and new vacuum pit
☐	6	Septic tank effluent private pump station to an existing sewer manhole
☐	7	Septic tank effluent private pump station to an existing interceptor force main branch valve
☐	8	Septic tank effluent private pump station to a new interceptor force main tap valve
☐	9	Septic tank effluent private pump station to an existing vacuum pit
☐	10	Septic tank effluent private pump station to a new vacuum pit
☐	11	Private pump station and force main to an existing sewer manhole
☐	12	Private pump station and force main to an existing interceptor force main branch valve
☐	13	Private pump station and force main to a new interceptor force main tap valve

For connection types 1 - 5, please indicate lateral diameter and material:

Lateral diameter (in): _____ Material: _____

For connection types 6 - 13, please indicate force main diameter and material:

Force main diameter (in): _____ Material: _____

For connection types 1-10, a survey plat with the cleanout location and/or locator box and the connection point to the sanitary sewer system is required.

For connection types 5 and 10, the applicant shall be responsible to install the valve pit and associated appurtenances prior to connecting to the public vacuum sewer system. The valve assembly will be installed by Town personnel.

For connection types 11-13, a site plan is required.

Water Meter Information *

Manufacturer: _____

Meter size: _____ Meter Number: _____ (if known)

* The water meter information will be provided by the Town.

If metering will be used for anything other than domestic demand, please describe additional uses below:

NOTE: Projects calling for sanitary sewer infrastructure within an existing VDOT right-of-way (ROW), must obtain a permit before commencing construction work. The Town of Onancock will not approve connection to the public sewer system without a VDOT permit.

NOTE: The Applicant understands and agrees to pay the appropriate sewer and water connection fees before the application is considered or any work done.

Applicant Name (print): _____

Date: _____

Applicant Signature: _____

For Town Use ONLY:

Connection Charge Information

- The rate for Sewer Connection between 7/1/23 and 6/3024 is \$3,400.00.

Project Submittal Application

I, _____, certify that this office has received the survey plat and/or site plans attached to this application for the referenced property and they are currently under review.

Name: _____

Position Title: _____

Signature: _____

Date: _____

Jurisdiction: _____

Department: _____

Occupancy Statement of Intent

I, _____, certify that a Certificate to Occupy the Premises of this project shall be issued to the applicant only when the Town of Onancock has completed the inspection and signed the form.

Name: _____

Position Title: _____

Signature: _____

Date: _____

Jurisdiction: _____

For Town Use Only:

Onancock Facility Charges Remittance

☐ Facility charges are not applicable for this property since it is a septic tank system conversion to public sewer

Charge Paid: _____ Payment Date: _____ Check #: _____

Received by: _____

Signature: _____ Date: _____

Onancock Final Inspection Verification

Please notify the Town at least 48 hours before the date of final inspection. The connection must remain uncovered until the final inspection has occurred.

Note: Requests for final inspection will be processed only after all applicable charges have been paid in full.

☐ Check box if a VDOT permit is applicable AND has been issued for this project

Inspector Name: _____ Inspection Date: _____

Signature: _____

Comments: _____

Appurtenances Purchase for Vacuum System Connection

Equipment Charge Paid: _____ Payment Date: _____ Check #: _____

Received by: _____ Date: _____

Payee Name: _____