

Town of Neenah Sanitary District #2

LATERAL CONNECT AND DISCONNECT POLICY

I. Purpose

The purpose of this policy is to guarantee safe and accurate lateral connections and disconnections in the Town of Neenah Sanitary District #2. This policy outlines the procedures for lateral connections and disconnections.

II. Authority

The Town of Neenah Sanitary District #2 Commission (Commission) oversees the maintenance and operation of the Town of Neenah Sanitary District #2 (District). Part of the maintenance and operation of the District is to ensure proper lateral connections and disconnections under Wis. Stat. §60.77(5)(bm).

III. Connect and Disconnect Procedure

- a) The contractor must provide District Office with a Certificate of Liability Insurance.
- b) Sewer Connection Permit. As required by Winnebago County. Individuals requesting the sewer connection permit must provide the District Office with 1 (one) business day notice before receiving the permit. The permit fee is as stated on the District's fee schedule.
- c) Lateral Connection or Disconnection Permits. Individuals requesting a lateral connection or disconnection permit must provide the District Office with 1 (one) business day notice before receiving the permit. The permit fee is as stated on the District's fee schedule. The District requires 48-hour notice prior to the inspection date, and request that appointments be scheduled in 15-minute intervals between 8:15 am and 5:00 pm. *The sewer connection permit and lateral connection or disconnection permit may be requested at the same time.*
- d) Connection fees are assigned based on Ordinance 3.02(2), and the current fee is listed on the District's fee schedule. If connection fees apply, they will be invoiced and provided to the person requesting the connection permit.