



City of Orono
 P.O. Box 66
 2750 Kelley Parkway
 Crystal Bay, MN 55323
 (952) 249-4600

FOR CITY USE ONLY	
Date Received: _____	Permit # _____
<input type="checkbox"/> In-House SAC Determination Form Completed	
Approved By (If Required): _____	

CITY OF ORONO – SEWER & WATER / GENERAL PERMIT

(* Note: Some permits may require approval by the Building Official and/or Public Works Department *)
(ALL PERMITS - May be subject to further review and may not be issued when the application is received)

GENERAL INFORMATION

1. You may apply for utility permits by mail or in person at the City offices.
2. Mailed in applications are subject to the postage and handling fee shown below. Permit cards will be sent by return mail within 2 business days.
3. **Permits are not valid until you receive a permit card.**
4. Work must not begin unless the permit card is available on the job site.
5. Utility connection permits may be issued to licensed contractors only.
6. Contact the Public Works Department (952-249-4600) for utility stub as-built locations.
DO NOT EXCAVATE IN ANY STREET AND DO NOT TAP ANY MAIN without express approval of the Public Works Department. Issuance of a permit does not grant this approval.
7. All work must be done in accordance with State Code requirements.
8. All work must be inspected before it is covered. Call (952) 249-4600, **24+hour notice required.**

TYPE OF PERMIT
 (Check All That Apply)

- | | |
|---|--|
| <input type="checkbox"/> Residential (May Require Approval) | <input type="checkbox"/> Commercial (Approval Required) |
| <input type="checkbox"/> New Connection | <input type="checkbox"/> Additional Connection |
| <input type="checkbox"/> Re-Connection | <input type="checkbox"/> Repairs |
| <input type="checkbox"/> Disconnect | <input type="checkbox"/> Water Availability Connection For Future Hook-Up to Water |

Job Site / Owner Information:

Site Address: _____

Owner: _____ Mailing Address: _____

City: _____ Zip: _____

Home Phone: _____ Alternate Phone: _____

Contractor Information:

Contractor: _____ Contact Person: _____

Address: _____ State License #: _____

City: _____ Zip: _____ Expiration Date: _____

Phone: _____ Alternate Phone: _____

DETERMINING PERMIT FEES

- SAC Charge (2010 Rate = \$2,100.00)** \$ _____
 (SAC Charge must accompany all sewer permit applications unless prepaid)
 (Orono City Staff can determine if applicable)
(If not prepaid, a sewer connection permit will not be issued)

- Sewer Connection / Disconnect / Repair (\$50.00/Per Stub)** \$ _____
 Pipe size _____ inches; material _____ Schd 40 air tested; _____ cast iron

- Water Connection / Disconnect / Repair (\$50.00/Per Stub)** \$ _____
 Pipe size _____ inches; material _____ Schd 40 air tested; _____ copper

- Water Availability For Future Hook-Up to Water (\$50.00)** \$ _____

Water Availability Explanation:

Contractor installed line to inside of house for future hook-up.
 This line will be inspected by the Public Works Department.

Required Before Water Connection Permit is Issued:

1. Issue Water Meter & Horn Permit
2. Any Additional Connection Fees Paid (If Applicable)

Issue Water Connection Permit:

1. Collect Permit Fee & Issue Water Connection Permit

- 1. **SUBTOTAL** of Permit Requested: \$ _____

- 2. STATE SURCHARGE \$ _____ 5.00 _____

- 3. POSTAGE & HANDLING (Only on Mail-In Applications) \$ _____ 2.00 _____

- 4. **TOTAL PERMIT FEE** (Add Lines 1-3 Above) \$ _____

ADDITIONAL INFORMATION – WATER METERS

- **WATER METERS** must be picked up and paid for at Orono City Hall, these are on a separate permit.
- **WATER METERS** must be set and sealed by **Orono Water Department (952) 249-4600**, upon **completion of meter installation**.

The undersigned hereby applies to the City of Orono for issuance of a Utility Permit, agrees to do all work in strict accordance with the ordinances of the City and the regulations of the State of Minnesota, and certifies that all statements made on this application are, true and correct.

Applicant: _____ Date: _____