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Mayor

CITY AND COUNTY OF DENVER

DEPARTMENT OF PUBLIC WORKS Development Engineering Services

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Sewer Stub-In Permit Entrance Requirements

Authority:	<ul style="list-style-type: none"> City & County of Denver Revised municipal Code, Chapter 56, Article III, Division 2 (Private and Building Sewers). Public Works Rules & Regulations Governing Sewer Charged and Fees and Management of Wastewater, Chapter 2 (Permits and Conditions of Use) and Chapter 5 (Building Sewers), July 9, 1998. Department of Public Works, City & County of Denver, Wastewater Management Division Standard Details, 1995.
Purpose:	Description of the process for approval and issuance of a Sewer Stub-In Permit.
Document Date:	February 20, 2003, Version 1.3
Permit Types:	<i>Sewer Stub-In Permit</i> – issued as a conditioned <i>Sewer Use & Drainage Permit</i> .
Permit Dates:	The work must commence within one year of the issuance date of the permit, and there must be no lapses of construction of construction for a period of a year or more.
Customer Interface:	<i>Most</i> communications between the City and the customer will be done through Public Works Permit Operations (PWPO) 303-446-3759. The customer may also have cause to speak with Public Works Engineers and Inspectors.
Affiliated Departments & Agencies, and Roles:	<ul style="list-style-type: none"> Denver Wastewater Reclamation District approval is necessary only if connection is to be made to a Metro sewer. Check with Forestry (720) 913-0651 for any vegetation in the right-of-way.
Considerations:	<ul style="list-style-type: none"> The following items must be submitted by the applicant for review: <ul style="list-style-type: none"> ➤ A completed <i>Application for Sewer Use & Drainage Permit (SUDP)</i>. ➤ A <i>Utility Site Plan</i> showing the location and lengths of the stub-in(s) to be installed. ➤ A letter stating the reason for installation of the stub-in(s). Sewer Stub-In Permits are requested in special circumstances such as when the contractor needs to install part of a building sewer service and the SUDP for the building has not been issued. This could be when a street is going to be paved and the contractor needs to install all utilities in the right-of-way so they don't have to go back and cut into the newly paved street. The issued SUDP will indicate that it is for Stub-In construction only and list any conditions relevant to the installation (such as the length, etc.), will state the a supplemental SUDP will be required prior to connection of any future building(s) to the stub-in(s), and will spell-out the requirement for inspection of the work.
Fees:	<ul style="list-style-type: none"> Application fee of \$100.00 at the time of submittal. Check should be made payable to Wastewater Management Division. No permit fees at the time of issuance.
Approval Process:	The application is reviewed by Sanitary, Storm, and NPDES sections prior to going back to PWPO for final approval and issuance. The normal processing time is about 7-10 working days, if no problems are encountered.
Document Location:	Public Works Permit Operations and S:\Permit Counter Stuff\WMD Policies & Procedures\Entrance Requirements\Ready for Handout DOC format\Stub-In Permit.doc