



TOWN of TOLLAND/ 21 tolland green, tolland connecticut 06084

## **DRAINAGE SYSTEM CONNECTION PERMIT APPLICATION INSTRUCTIONS**

1. Read all documentation thoroughly. Your signature on application indicates your understanding of same.
2. Any and all work performed in the right of way must occur between April 1<sup>st</sup> and November 15<sup>th</sup>. All application must be received before November 1<sup>st</sup>. Any exceptions may be approved at the sole discretions of the DPW Director.
3. Payment of any applicable fees should be by check payable to “Town of Tolland” and submitted along with the signed application to the Town of Tolland, 21 Tolland Green, Tolland, CT 06084. No action will be taken on application until the fee has been paid.

**Application Fee (Non-Refundable): \$25.00**

4. Proof of Liability Insurance from your insurance agent must be delivered to the DPW prior to the issuance of any permit.
5. Accuracy is expected; errors can result in the delay of approval. The description of the work needs to be brief, providing all information as clearly as possible. A sketch of the scope of the work must be attached.