

**Requirements for Saratoga County Sewer District #1
Sewer Lateral Permit**

1. All information on the sewer lateral permit application must be completed.
2. Applicant is required to have the contractor portion filled out and the applicant or designated agent is required to sign the last page of the permit before submitting the permit for issuance.
3. A sketch of the installation layout must be submitted with the permit. The sketch should have the location of the lateral, type and size of sewer pipe and the linear footage of the lateral.
4. The applicant or contractor should verify that the sewer main they will be connecting to is owned by SCSD #1. If it is not owned by SCSD #1, the applicant will need a letter from the appropriate entity allowing the applicant to discharge flows into their sewer system.
5. SCSD will require the contractor to have a certificate of insurance listing **County of Saratoga, 40 McMaster Street, Ballston Spa, NY 12020** as certificate holder and an additional named insured prior to the signing of the permit. See standard format.
6. SCSD requires that the permit fee be paid when submitting the permit. Please refer to the fee schedule.
7. The contractor should refer to SCSD's standard details on the installation of a sewer lateral.