



JOHNSON COUNTY WASTEWATER

RESIDENTIAL SEWER CONNECTION PERMIT CHECKLIST

Sewer connection permits are required for single family and multi-plex residential buildings. Multi-family residential buildings with a single connection on the main (apartment buildings) for the entire building must be submitted through the Commercial Permit option at www.mygovernmentonline.org. The sewer permit is required to obtain a building permit from the City. The process begins by logging on to www.mygovernmentonline.org to create an account which allows individuals to create an application for a residential permit. The following information is required for residential sewer permitting:

1. Correct building address.
2. Correct legal description of property including: lot number, subdivision name, and plat number or, if the property is not platted, the full boundary description.
3. Name, address, phone number and e-mail address of the property owner.
4. Name, address, phone number and e-mail address of the builder.
5. Names, addresses, phone numbers and e-mail addresses of the interior and exterior plumber(s).
6. Size of the water meter as issued by the water utility.
7. Required connection information for residential permitting will be obtained from as-builts. Where as-built plans are not available in the older infill areas, the connection location and elevation will need to be field verified by applicant prior to permit issuance.
8. When the application is verified, converted to project status and all requirements met a notification will be emailed for review of permit costs and to pay online

The information listed under items 1 through 6 is required for permit issuance. To request a permit log on to www.mygovernmentonline.org. If assistance is required while on the site, click **HELP** located in right corner of the website. A toll free number is also available; 1-866-957-3764.