



# KITSAP COUNTY DEPARTMENT OF PUBLIC WORKS

614 DIVISION STREET (MS-26), PORT ORCHARD, WA 98366-4699 | KITSAP1: 360.337.5777 | KITSAPGOV.COM

## Sewer Utility Division Inspection/Application Sequencing Guide for Site Development Activity Permits (SDAPs)

- A. Prior to requesting the first inspection, the Sewer Utility Division requires the following:
  - 1) Payment of plan review and inspection fees.
  
- B. Prior to connecting to the County sewer system, Sewer Utility Division requires the following submittals to be reviewed and accepted:
  - 1) Maintenance Bond for \$2500 or 10 percent of the construction cost for sewer installation, whichever is greater, based on the Project Engineer's estimate of costs.
  - 2) Copies of any recorded easements.
  - 3) Conveyance of facilities to Kitsap County. Document is generated by the Sewer Division.
  - 4) As-built or record drawings of the sewer installation - The Project Engineer and the Contractor should coordinate so the drawings reflect any changes made during construction. The record drawings must accurately represent the final installation of the project. Please provide paper copies for review, then scalable PDF, DWG file and a paper copy.
  - 5) Paid newcomer and latecomer assessments for the project (Phased Development Contract may be used in the case of multiple buildings for a pay as you connect option, this form is available upon request).
  - 6) Sewer permit for each connection.

Forms are available at <https://www.kitsapgov.com/pw/plan-your-project/connect-to-sewer>.

If you have additional questions, please contact the Sewer Utility Division at [sewerutilitydivision@kitsap.gov](mailto:sewerutilitydivision@kitsap.gov)

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