

Existing Sanitary Sewer Connection Process

All permit offices are on the 5th floor of City Hall

STEP 1 Authorization. Sanitary Sewer Connection Authorization (SEC2)*

Note: This is not a permit for construction.

Issued by: CPD/LDD
(816)513-1500 option 2

Cost: \$52.00 minimum.
Other charges may apply

Purpose:

- > To determine if sewer is available & has capacity for the connection.
- > To determine if there is sewer district or other assessments due; to qualify for the connection.

Requirements:

- > Location of connection
- > Exist Sewer Material
- > Type of Connection
- > Size of Service Line
- > Address of connecting property
- > Further information & analysis may be required if increasing loading to sewer

**Not necessary if a master sewer authorization has been issued as part of sewer main as-built acceptance.*

STEP2. Construction Permit. Plumbing Permit (CPPL or CPPM)

Required if work is occurring on private property.

Issue by: CPD/Permit Division
(816)513-1500 option 3
SubOption 3

Cost: Calculated based on the valuation of the work.
[LINK TO CALCULATOR](#)

Purpose:

- > To verify that the sewer service line running from the structure to the right-of-way or sewer easement meets building codes and city standards.

Requirements:

- > Must be a KCMO licensed plumber to obtain permit.

NOTE: For 1&2 Family Dwellings, the inspection may be performed in conjunction with the service connection inspection by the WSD inspector if all work is ready at the same time.
Also, removals of Septic Tanks/Private Infiltration Fields are usually included in new connection permits when requested.

[LINK TO APPLICATION](#)

STEP 3. Sewer Connection Inspection Permit Connection Inspection Permit (WS14)

Issued by: Water
Department – Permit
Division
(816)513-2174

Cost: \$95.00

Purpose:

- > To insure that the service line connection at the main and the portion of the service line in the Right-of-Way or sewer easement is water tight and meets city standards.

Requirements:

- > Must be a KCMO licensed plumber to obtain permit.
(See step 1).

STEP 4. R/W Restoration Permit Sanitary Sewer Excavation Permit (SEES)

Issued by: Public Works Street & Traffic Division
(issued by Parks and Recreation on Parkways and Boulevards for area behind curb to R/W line – PW still issued for area in pavement)
Public Works
Phyllis Woodson (816)513-2679 Kevin Morris (816)513-2574
P&R
David Panek (816) 513-7606

Cost: Varies depending on type of street and other variables.

Purpose:

- > To insure that the public right-of-way is returned to its original integrity.
- > To ensure the safety of the general public and minimize impact to public assets in the Right-of-Way.

Requirements:

- > Must be a KCMO licensed plumber.
- > Insurance on file w/ Public Works (or P&R)
- > Bond on file w/ Public Works (P&R – Contact for requirements)
- > Must have Sewer Connection Card from the Water Dept. (see step 3).
- > Must have Sewer Connection Authorization (SEC2) issued
(See step 1)
[LINK TO EXCAVATION PERMIT APPLICATION](#)

STEP 5. Traffic Control Traffic Control permit (SS15)

**Only needed if the
Connection work occurs
in the right-of-way**

Issued by: Public Work
Street & Traffic Division
Brian Flynn (816)513-2646
Kevin Morris (816)513-2574

Cost: Varies depending on type of street and length of closure.

Purpose:

- > To ensure the safety of the contractors and the general public within the work area.

Requirements:

- > Must be owner or authorized agent of owner.
- > Must have SEC2 permit issued (see step 1)
- > Must have Traffic Control Plan
[LINK TO TRAFFIC CONTROL PERMIT APPLICATION](#)