

Commercial Permitting Process

WHEN: Sewer permits are required for the following:

1. New buildings connecting to the sanitary sewer
2. Building additions
3. Buildings where the water purveyor is adding a new meter or changing the size of an existing meter
4. Facilities with areas for serving food and/or beverages
5. Tenant finishes that may have the potential to discharge any substance listed on as a Prohibited Discharge in the Article 4, Part C, Section 2 of the Johnson County Code of Regulations for Sanitary Sewer Use
6. Industrial facilities
7. Wash bays
8. Public swimming pools

NOTE: An application shall be made to the water purveyor in addition to Johnson County Wastewater for every project.

WHY: In accordance with Article 3, Part A, Section 2 of the Johnson County Code of Regulations for Sanitary Sewer Use:

1. Connection Permit: A connection permit shall first be obtained from JCW before any person uncovers, makes a connection with or opening into, uses, alters or disturbs any public sanitary sewer or sewerage system facility owned, operated, maintained, or served by JCW. JCW may require the applicant to submit plans, specifications, engineering reports, technical data, and such other information as may be deemed necessary for application review.
2. Modified Usage Permit: Before any person effects a change of a water purveyor's water meter, use, redevelopment, expansion, or other modification of an existing use, they shall first obtain a Modified Usage Permit from JCW for such change. JCW may require the applicant to submit plans, specifications, engineering reports, technical data, and such other information as may be deemed necessary for application review.

WHO: Johnson County Wastewater's New Development and Permit Groups review projects and issue permits. Call 913-715-8520 to have your call directed.

HOW: All permits are issued to the property owner and, for grease permits, to the food and/or beverage service operator. Please visit JCW's [Commercial Permitting](#) webpage for submittal requirements, checklists, applications, and fees. For any facility that serves food and/or beverages, please visit JCW's [Grease Management](#) webpages for requirements, forms, design information, and FOG BMPs.

TIME: JCW strongly encourages submittal of preliminary designs for review to facilitate the permit review and issuance process. Project submittals are due to JCW no later than the date initial submittal is made to the City for building permitting. Incomplete submittals and failure to submit concurrently will result in permit issuance delay. Once all required documents are provided to JCW, please allow 14 calendar days to receive initial review comments. Please allow 7 calendar days to receive comments for all subsequent reviews until permit issuance. Reviews are completed as quickly as possible in the order in which they are received.