



Environmental Services

Sewer Availability Charge (SAC) Determination Application

Please Type or Print Clearly and Complete In Full

PROJECT TYPE: <input type="checkbox"/> New Building <input type="checkbox"/> Addition <input type="checkbox"/> Remodel <input type="checkbox"/> Tenant Finish			
NEW	Business Name		Type of Business
	Site Address (if address not assigned – street intersections in lieu of street address)		City Name
	Site Location (ex. Mall of America, Oaktown Office Park, etc.)	Suite Number	Date of Occupancy From: To:
	Project Description		
Original Building Construction Date		Parcel Identification Number (PID)	
PREVIOUS	Business Name (at this location)		Type of Business
	Site Address	Suite Number	Date of Occupancy From: To:
	Has or Will the Building Be Demolished? <input type="checkbox"/> Yes <input type="checkbox"/> No		Demolition Date
CONTACT	Contact Name		Phone Number
	Company Name		
	Complete Mailing Address		
	Email Address		

SUBMITTAL CHECKLIST

Include

- Complete SAC Determination Application Transmittal
- Architectural Floor Plans – 1 set; PDF floor plans are preferred (**No Spec Books**)
 - Must be same plan as submitted to City for their review
 - Scalable or with individual room dimensions for each room/space
 - Room Schedule, showing room use (if not specified on plan)
 - Seating layout (if restaurant, bar or theater) – Indoor and outdoor seating
 - Plumbing fixture layout (if clinic, hospital or parking garage)
- Demolition Plans (if existing or remodel) – 1 set- include room schedule
- SAC Affidavit, Reclaim, Transmittal-B and/or Transmittal-C forms (if applicable)

See “Additional Submittal Requirements” page for further submittal requirements

**Submit all of the above to SAC Technician at the address on the bottom of page or by PDF document to
 kelly.barnebey@metc.state.mn.us**