

Transfer Station Permit Application Guide:

The following provides information about accessing the e-permitting platform and obtaining a permit.

1. Visit the following link: <https://avonct.viewpointcloud.com/>
2. Scroll down to select the **Department of Public Works** tile from the list of departments under **“Discover Online Services.”**

Town of Avon, CT My Account Search Claudia

How may we help?

Access service information and apply online – all from here.

Search for something like "Fire Protection System Permit" or "Commercial Building Permit"

Discover Online Services
Choose below to browse services by department

- Engineering Department**
Driveway Permit, Sewer Permit + 2 more
Explore
- Building Department**
Residential Building Permit, Commercial Building Permit + 5 more
Explore
- Fire Marshal**
Blazing Permit, Open Burning Permit
Explore
- FAQ**
FREQUENTLY ASKED QUESTIONS
For New Users and FAQs
Explore
- Department of Public Works**
FY 23/24 Landfill Permit, FY 23/24 Recycling Only Landfill Permit
Explore

3. Select **“Landfill Permit”** or **“Landfill – Recycling Only - Permit”** from the list of options. If you are a senior looking for a Landfill Permit at the Senior Rate, select **“Landfill Permit.”**

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Department of Public Works

Apply Online

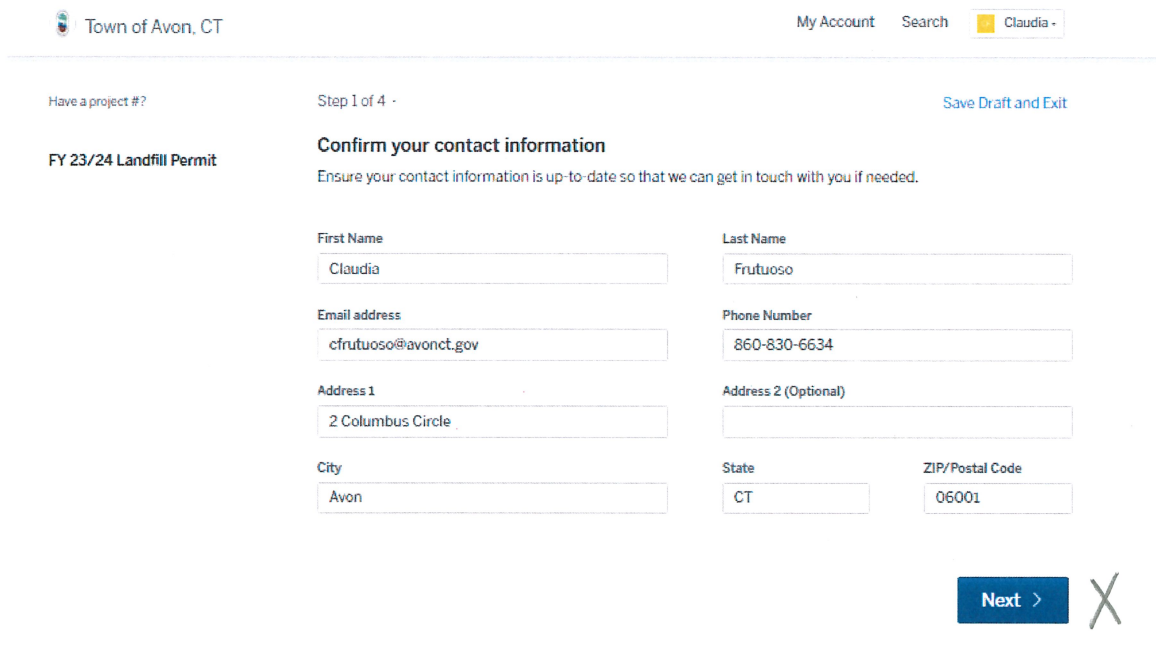
FY 23/24 Landfill Permit
PLEASE READ!! The Landfill Permit is for annual landfill access from July 1, 2023 - June 30, 2024. If you are paying by cash or check (payable to Town of Avon), please bring payment to the Landfill Office. Payments with e-check will incur a flat handling fee of \$2.25; credit card payments incur a handling fee of 2.99% plus \$0.99 cents per credit card transaction. Please bring a copy of your receipt at time of pick up. Permit Tags will be distributed at the Landfill Office during regular business hours: Tuesdays and Fridays: 7:30a - 2:30p and Saturdays: 7:30a - 1p. SENIOR PERMITS require PROOF of AGE documentation at pick up.
Select

FY 23/24 Recycling-Only Landfill Permit
PLEASE READ!! The Landfill Recycling Only Permit is for annual recycling-only access from July 1, 2023 - June 30, 2024. If you are paying by cash or check (payable to Town of Avon), please bring payment to the Landfill Office. Payments with e-check will incur a flat handling fee of \$2.25; credit card payments incur a handling fee of 2.99% plus \$0.99 cents per credit card transaction. Please bring a copy of your receipt at time of pick up. Permit Tags will be distributed at the Landfill Office during regular business hours: Tuesdays and Fridays: 7:30a - 2:30p and Saturdays: 7:30a - 1p.
Select

4. Select **“Apply Online”** from the blue box in the top right hand corner of the page.



5. You will then be prompted to **create a user account with OpenGov** Citizen Services or sign into an existing account. Please note that if you have already used this platform to apply for a permit through the Town’s Building Office, Engineering Department or Fire Marshal’s Office, or to apply for permits in another town, you can log in with your existing credentials. No need to create a new account. If you have an existing account but forgot your password, you will need to recover your password via the email address associated with the account.
6. Complete **Step 1 of 4: Confirm your contact information**, and select **Next**.



- Complete **Step 2 of 4: Location for Landfill Permit** by entering your address in the search box. Select your property from list by clicking **Choose Location** in the blue box. You will be redirected to a screen that is requesting **Property Owner Information**. You can elect to fill-in these fields or simply scroll to the bottom of the page and select **Next**.

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Have a project #? Step 2 of 4 Save Draft and Exit

FY 23/24 Landfill Permit **Location for FY 23/24 Landfill Permit**

Select a primary location for this record. If needed, you can add additional locations later.

Search for Address or Parcel
Please enter YOUR Avon property/ parcel address.

2 COLUMBUS CIRCLE, AVON, CT	Choose Location
1 COLUMBUS CIRCLE, AVON, CT	Choose Location
9 COLUMBUS CIRCLE, AVON, CT	Choose Location
15 COLUMBUS CIRCLE, AVON, CT	Choose Location
3 COLUMBUS CIRCLE, AVON, CT	Choose Location
11 COLUMBUS CIRCLE, AVON, CT	Choose Location
10 COLUMBUS CIRCLE, AVON, CT	Choose Location
8 COLUMBUS CIRCLE, AVON, CT	Choose Location
12 COLUMBUS CIRCLE, AVON, CT	Choose Location
5 COLUMBUS CIRCLE, AVON, CT	Choose Location
6 COLUMBUS CIRCLE, AVON, CT	Choose Location
7 COLUMBUS CIRCLE, AVON, CT	Choose Location
2 KEYSTONE CIRCLE, Unit 0236, AVON, CT	Choose Location

ct #? Step 2 of 4 Save Draft and Exit

Landfill Permit **Location for FY 23/24 Landfill Permit**

PRIMARY LOCATION
The main location associated with the record.

2 COLUMBUS CIRCLE
AVON, CT 06001 [Change Location](#)

Unit

Property Owner Information

Name

Phone Number Email

Street # Street Name Unit

City State Zip Code

Property Data	Year built 1911	MBL 1880002
	Lot Area	Zoning R15
	Occupancy	Book Page
	Water C	Building Type
		Sewage P

[Back](#) [Next](#)

8. Complete **Step 3 of 4: Landfill Permit Application** by selecting your **Permit Type** and the **Fiscal Year 23/24 Permit Type** from the drop-down lists, and entering your **Date of Birth**, if a Senior Permit is being purchased. Select **Next**.

viewpointcloud.com/submit/160802/attachments

n CT Personnel Policy TOA EE Portal afscme_1303-96_pu... Approved Purchasi... Asset Essentials Asset Essentials HE... NOVAtime Supervis... Employee Web Serv... Energy Manager

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Have a project #? Step 3 of 4 · Save Draft and Exit

FY 23/24 Landfill Permit **Landfill Permit Application**

Permit Type *

Fiscal Year Selection

Date of Birth *

June 2023						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

< Back Next >

9. Complete **Step 4 of 4: Attachments**. No attachments are necessary for this application so simply select **Next**.

viewpointcloud.com/submit/160802/attachments

n CT Personnel Policy TOA EE Portal afscme_1303-96_pu... Approved Purchasi... Asset Essentials Asset Essentials HE... NOVAtime Supervis... Employee Web Serv... Energy Manager

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Have a project #? Step 4 of 4 · Save Draft and Exit

FY 23/24 Landfill Permit **Attachments**

Include any additional files with your submission. Any box marked "Required" is required to submit your application. Please note the maximum allowed file size for any upload is 100 MB.

Attachment	File
Add attachment	

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10. Review your information on the **Confirm your Submission** page. Scroll to the bottom of the screen and **Select Confirm and Submit**.


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Have a project #? [Save Draft and Exit](#)

FY 23/24 Landfill Permit

Confirm your submission
Please ensure you've filled everything completely and accurately, then click "Confirm and Submit" below.

Contact Information Edit ...	Claudia Frutuoso Email address cfrutuoso@avonct.gov	Phone Number 860-830-6634
	Mailing Address 2 Columbus Circle , Avon, CT 06001	

Locations 1 location total Edit ...	PRIMARY LOCATION  2 COLUMBUS CIRCLE AVON, CT 06001
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Landfill Permit Application Edit ...	Permit Type * <input type="checkbox"/> Senior Residential Annual	Date of Birth * <input type="checkbox"/> 01/05/1955
	Fiscal Year Selection <input type="checkbox"/> FY 23/24 (7/1/23 - 6/30/24)	

Attachments Edit ...	Attachment	File
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I certify under possible penalty of perjury under the laws of this jurisdiction that the preceding information is true and correct.

[Back](#) [Confirm and Submit](#) >

11. You will then be directed to the **Custom Payment** page which will allow you to select your payment method (credit card, e-check, cash or check). Please note that paying by credit card or e-check are the most convenient methods and will expedite the pick-up of your permit tag at the Transfer Station. There is a service fee for paying with these methods. Cash and check payments are acceptable forms of payment but not preferred. Using these methods may result in a longer wait time to pick up your permit tag as staff will be required to process your payments.

(Screen Shot on next page)

FY 23/24 Landfill Permit
APW-7

[Your Submission](#)
[Attachments](#)
[Guests \(0\)](#)

Custom Payment
Ready for pickup

Custom Payment

Due Now. Please make a payment in order to continue.

Please select your payment method below. There are service fees for credit card and e-check payments. If you are paying by cash or check, there are no additional fees.

SENIOR PERMITS require PROOF of AGE documentation at pick up. Permit Tags will be distributed at the Landfill Office during regular business hours: Tuesdays and Fridays: 7:30a - 2:30p and Saturdays: 7:30a - 1p.

FY 23/24 Landfill Permit	
Residential Annual - Senior	\$65.00
Total Fee Amount	\$65.00

Payment Method

- Pay with a Credit Card
\$2.93 processing fee
- Pay using your bank account
\$2.25 processing fee
- Pay with check, cash, or another method
No processing fee

Amount Due	\$65.00
Processing Fee	\$2.93
Total Payment Amount	\$67.93

[Pay with card](#)

Ask a question about this

[Send Message](#)

12. You will receive a confirmation email with a permit number. Please bring this with you to pick up your permit tag.
13. Head to the Transfer Station to pick up your permit tag. The Transfer Station office is The Transfer Station is located at 281 Huckleberry Hill Road and is open Tuesdays and Fridays 7:30 a.m. – 2:30 p.m. and Saturdays 7:30 a.m. – 1:00 p.m. If you plan to pay by cash or check please bring payment with you at this time. If you have purchased a permit at the Senior rate please bring proof of your age.