

## **SECTION 7 MAIN EXTENSIONS: WATER & SEWER**

### **7.1 General Provisions**

Persons proposing subdivisions or developments requiring a main extension for sewer or water service shall prepare applications described in this section with the necessary supporting documents. The policy of the Authority is to permit extensions only when paid for and installed by the applicant. No facilities for collection, treatment or disposal of sewage or for the distribution of water within the "district" of the Authority (which corresponds with the boundaries of the Township) shall be constructed unless the Authority shall give its consent and the Authority Engineer shall approve Contract plans and specifications therefore.

It is the policy of the Authority to charge connection fees for connection to its water and sewer system following the rates indicated in Section 21, Schedules 3 and 5. The connection fees for water and sewer are based upon each domestic consumer unit. An offset to the connection fee may be considered by the Authority for user installed water supply and storage, water distribution in excess of users needs, for sewer collection in excess of users needs.

Connection fees shall be payable within thirty (30) days of approval of Form C by the Authority unless specific arrangements are agreed upon. If payment is not received within this time period, the connection fee shall be at the prevailing rate at the time of receipt of the check. The Authority will not accept dedication of the systems without receipt of the connection fees. Use of the system will not be permitted until such payment unless deemed by the Authority as a potential health hazard.

Residential subdivisions containing more than four (4) contiguous building sites or lots or any residential structure to be used by three or more families, regardless of volume of flow, and all non-residential developments such as schools, commercial buildings, industrial buildings and all other structures, will be required to install a sanitary sewer system to be connected with the nearest existing sanitary sewer and existing water main in the Township unless deemed to be too remote from existing facilities by the Authority.

Residential subdivisions containing three or less building sites or lots or if the lands are deemed by the Authority to be too remote from any existing facilities, then consideration will be given to an individual sewage system, with a dry sanitary sewer system for future use, in lieu of connection to existing facilities. Individual sewage disposal systems will be permitted only upon specific written permission of the Authority.

Residential subdivisions containing three or less building sites or lots or if the lands are deemed by the Authority to be too remote from an existing water main or if the volume of potable water required is greater than capabilities of the existing facilities, then consideration will be given to a new water supply and/or storage facilities or the installation of dry water mains for future use. Such individual system, plant or expansion and the location thereof shall be subject to approval by the Authority in accordance with the standards and requirements as hereinafter set forth.

Any main extension and related facilities installed under the provisions of this section shall be transferred to the Authority as hereinafter described unless deemed otherwise by the Authority.

During construction, but before final acceptance, the Authority shall have the right to use any completed portion of the system without waiving its right to further inspection or testing or to order correction of any defects.

Use of the sanitary sewer system for the discharge of sump pumps, or drainage from cellar drains, leaders, downspouts, drainage tile, swimming pools, cooling system drains and other similar discharges shall not be permitted.

Unpolluted industrial cooling waters and unpolluted drainage shall be discharged into a storm sewer or natural outlet.

These General Provisions are and shall be subject to the existing contractual obligations outstanding.

## **7.2 Applications - General**

A sequence of applications for sewer and water extensions are required for the Authority's determination of needs, availability of service, effect of proposed extension, and inspection of installed extension. Application forms are available from the Authority. Chart 1 (Page 104) outlines the contents of this Section and describes the sequence of applications, forms, supporting data, fees and Authority action that results in acceptable main extensions for water and sewer. No application will be considered unless a Professional Engineer, registered in the State of New Jersey is in charge of the planning and design of the proposed sewerage and water distribution facilities and has affixed his seal and signature thereto. Each application shall be submitted in duplicate with the designated fee to the Authority not less than thirty (30) days prior to the Authority meeting at which action on the application is desired.

Applications shall be signed by the Owner or Owners, or by a proper official of the company, or, if signed by an authorized agent, a certified copy of authorization of the company shall be attached to the application.

All fees accompanying applications shall be cash, certified check or acceptable other draft at the option of the Authority.

## **7.3 Application for Feasibility - Form A**

### **7.3.1. - Purpose of Application**

An application describing the proposed subdivision of development (residential, commercial, industrial or other) shall be submitted to the Authority with supporting data to determine the technical feasibility of extending sewer and/or water service. The Authority may defer or waive certain parts of this supporting data at its discretion where the cost of data preparation is not commensurate with the development or project planning and approvals.

### **7.3.2 - Forms and Supporting Data**

#### **FORM A: APPLICATION FOR REPORT ON FEASIBILITY OF PUBLIC SEWER AND/OR WATER RECOMMENDATIONS AND CONDITIONS**

In addition to preparation and submission of the application, the applicant shall furnish a general location plan showing streams, streets, blocks, lots and tax map numbers, copy of application submitted to the Planning Board, if required, location of any existing water distribution and/or sanitary systems in the area, proposed system outline, existing topography and route of construction, and estimated volume of flow.

### **7.3.3. - Fee**

Application Fee: \$50.00 Sewer and \$50.00 Water.

Review Fee: \$500.00 for water and \$500 for sewer.

In the event that the costs of review are more than deposited, the applicant shall pay the additional costs prior to approval. Any excess moneys shall be returned to the applicant.

### **7.3.4. - Action by Authority**

The Authority shall analyze the submitted application and supporting data and report to the applicant the Authority's recommendations and/or findings.

#### **7.3.4.1 - Subdivisions**

On all subdivisions, the Authority shall issue a letter REPORT ON FEASIBILITY to the applicant for his submittal to the Planning Board for their classification of sketch plat for his project.

If the project is shown to be technically feasible, the applicant shall also receive a letter of recommendations and conditions from the Authority along with FORM B of FORM F, as appropriate, "APPLICATION FOR PRELIMINARY REVIEW OF PLANS FOR PUBLIC SEWER AND/OR WATER" for the applicant's submittal.

If the Authority determines that the proposed subdivision or development is too remote for extending sewer and/or water service, or contains three or less building sites or there are other circumstances peculiar to this application, the Authority may do the following:

- (a) Waive the application and fee.
- (b) Send a letter of APPROVAL TO INSTALL ONSITE DISPOSAL SYSTEMS AND/OR POTABLE WATER SYSTEM AS APPROVED BY THE BOARD OF HEALTH to the Applicant, Building Inspector, and Board of Health.
- (c) Approve the application and waive all subsequent applications.

### **7.3.4.2. Zoning Changes**

On all zoning changes the Authority shall issue a letter to REPORT ON REZONING directly to the Planning Board with a copy to the applicant. This report shall include the general engineering and technical conditions which would be required of the applicant by the Authority for the extension of the water and/or sewer service to the proposed project.

## **7.4 Application for Preliminary Approval - Form B**

### **7.4.1 Purpose of Application**

An application and supporting data specifying the engineering details of the proposed project will be analyzed for compliance with Authority engineering standards including provisions for orderly growth. This form is filed as an initial request after approval of FORM A on all subdivisions. All plans, specifications and applications shall be provided and meet the technical requirements of the Authority and other agencies having jurisdiction over the same.

### **7.4.2 Forms and Supporting Data**

FORM B - "APPLICATION FOR PRELIMINARY REVIEW OF PLANS FOR PUBLIC SEWER AND/OR WATER". The application shall be accompanied by two (2) copies of the Engineer's Report as described in Section 12.7 and 13.4 five (5) original copies of Form TWA-1, two (2) original copies of Form WQM-003, two (2) original copies of Plans and Profiles, two (2) copies of Construction Specifications and two (2) copies of all documents required by The Gloucester County Utilities Authority, and any and all other forms and data required by the New Jersey Department of Environmental Protection.

### **7.4.3 Fee**

The application fee shall be determined as follows:

- (a) Filing Fee - \$50.00 - Sewer \$50.00 - Water
- (b) Review Fee - \$10.00 per domestic consumer unit for the first 100 units, additionally \$7.50 per domestic consumer unit for the next 100 units (101-200), and additionally \$5.00 per domestic consumer unit for all in excess of 200 units.

Separate fees, calculated in this manner, shall be paid for each sewer and for water application. Minimum amount to be placed in escrow fund for this application shall be \$2,000.00 In the event that the costs of review are more than deposited, the applicant shall pay the additional costs prior to approval. Any excess moneys shall be returned to the applicant. Projects defined as a minor subdivision shall deposit a minimum escrow amount of \$1,500.00.

#### **7.4.4. Action by Authority**

The application and supporting data will be reviewed by the Authority to determine compliance with the Authority's comprehensive water and sewer distribution plan, these Rates, Rules and Regulations, applicable statutes, and projected growth patterns.

Upon approval, the Authority shall adopt a resolution indicating same and authorizing the applicant to submit the project to the Gloucester County Utilities Authority and the New Jersey Department of Environmental Protection for a permit to construct.

Upon notification by the Authority that Preliminary Approval has been given to the proposed project, the applicant may file an application or series of applications for Construction Approval (Form "C") (see paragraph 7.5) within a period not to exceed two (2) years from date of Preliminary Approval by the Authority, unless otherwise waived or extended by the Authority.

### **7.5 Application for Construction Approval - Form C**

#### **7.5.1 Purpose of Application**

Following Preliminary Approval (Form B) for a period not to exceed two (2) years, the applicant may apply for construction approval. This application may be submitted as a sequence of applications as each segment of the total approved project is scheduled for construction. This application provides a control on the extent and schedule of planned sewer and water facilities installation and establishes a schedule for Authority inspection of completed installation.

#### **7.5.2 Forms and Supporting Data**

The application shall be accompanied by two (2) sets of final data as approved in the Preliminary Approval, as per Paragraph 7.4.2. This data will be the basis of construction approval, inspection and testing. Requested major revisions will be treated as resubmissions of Preliminary Approval requiring review and approval. Such revisions are subject to the requirements of Paragraph 7.4 in its entirety.

The following supporting data will be required prior to approval:

1. List of Tax Lot and Blocks cross-indexed with street addresses.
2. Operating permit must be received from the N.J.D.E.P.
3. Legal descriptions of all easements must be reviewed and approved.
4. Easement Agreement documents prepared by Developer's attorney based on approved legal descriptions, reviewed approved by the Solicitor and Authority Engineer.
5. Final Plan of Lots and All easement agreements must be recorded with the County and four (4) recorded copies provided.
6. Where plans of final sections are not identical to those approved by the MUA and the NJDEP, revised plans (4 sets) and a letter, signed and sealed, (4 copies), from the Professional

Engineer explaining each revision with the basis and justification for each revision must be received by the Authority.

7. A complete set of utility plans and profiles for the project on a CD in AutoCAD format.
8. This application shall also include fire hydrant plans as approved by the Fire Marshal. A letter, by the Fire Marshal, certifying the fire hydrant locations shall be provided.
9. All backflow prevention equipment shall be noted on the plans. Backflow prevention equipment required by reviewing agencies having jurisdiction shall be approved by the same.

#### **7.5.2.1. Other Data**

In addition, applicant shall submit all data required by the Rules and Regulations of the New Jersey Department of Environmental Protection, as revised. Permits to construct sewers, water mains and/or other structures within flood plains, wetlands and the right-of-way limits of state, county, municipal roads and all railroads and all other permits must be secured by and paid for by the applicant.

The applicant must inform and secure any necessary clearance and/or approval from any public utility involved. Proof of such notice and/or approvals shall be filed with the Authority.

The applicant shall also submit all offsite water and sewer deeds of easement with legal descriptions from the respective property owners for such easements, prior to Form "C" approval.

### **7.5.3 Performance Bond**

A Performance Bond, Letter of Credit or Surety Documents, satisfactory in form to the Authority, in the amount of at least 120% of the total construction cost of that portion of the project covered by the application shall be furnished with the application guaranteeing complete construction within a time period to be agreed upon by the Authority and the applicant and further guaranteeing that said construction will be in accordance with the Rates, Rules and Regulations of the Authority, the plans and specifications and Engineer's Reports and cost estimate approved by the Authority Engineer. The amount of the required performance bond may be increased for due cause by the Authority.

The Bond, Letter of Credit, or Surety Documents shall remain in effect until the sanitary sewer collection system and related appurtenances and/or the water distribution system and related appurtenances are installed, tested and protected by an adequate layer of flexible bituminous paving or approved equal, and all connection fees for water and sewer have been received. At that time and subject to the recommendation and approval of the Authority Engineer and Executive Director, the Bond, Letter of Credit or Surety Documents may then be reduced to 50% of the original amount bonded.

The Bond, Letter of Credit or Surety Document may be further reduced to 30% of the original amount bonded upon the completion, submission and approval by the Authority Engineer and Executive Director of the following:

1. If required, all access roads must be constructed at the easement locations as per the approved plans.
2. As-Built Plans must be completed as per Form D requirements and video inspection by the Applicant must be submitted and deemed acceptable. A separate copy of the plans shall be provided on a digital format (CD) prepared with AutoCAD in a version acceptable to the Authority Engineer.

The developer shall continue to be completely responsible for this section of the system until it is legally accepted by the Authority Resolution. A section is typically legally accepted after the completion of the final road surfacing when the sewer and water systems receive final inspection and approval from the Authority Engineer and Executive Director.

### **7.5.4 Fee**

Filing Fee: \$50.00 – Sewer, \$50.00 - Water

Review Fee: \$750 for sewer and \$750 for water.

In the event that the costs of review are more than deposited, the applicant shall pay the additional costs prior to approval. Any excess moneys shall be returned to the applicant.

Inspection Fee: 5% of the total water and sewer construction costs, as verified by the Authority Engineer.

The applicant shall periodically escrow portions of the escrow account as required by the Authority. The actual amounts of review and inspection fees shall be based on vouchers and all surpluses shall be returned to the applicant when the respective phases are completed.

### **7.5.5 Action by Authority**

Upon approval of the application, the Authority shall grant approval for construction of the project to the extent requested and subject to the receipt of the necessary permits from the State and all other agencies. At this time, the Authority considers sanitary sewage and potable water capacity allocated to the project. Form "C" approval will be void and invalid after six months, unless construction has commenced. Where construction has commenced within the six month period, the approval is automatically approved for successive six month periods, to a maximum of two (2) years. At the conclusion of this time period the Form "C" Approval shall be considered void and all unused fee refunded. In order to commence construction, a new Form "C" Application will be submitted to the Authority for consideration. The application shall be subject to any and all conditions, fees and rates in place at the time of the reapplication. The Authority may choose to waive the reapplication if substantial construction progress or other extenuating circumstances are demonstrated by the applicant.

Six (6) sets of completed constructions will be required prior to the preconstruction meeting. The Authority Superintendent will stamp these plans for distribution prior to construction. All bond estimates shall be approved by the Authority Engineer and escrow fees paid prior to the preconstruction meeting.

## **7.6 Application for Acceptance - Form D**

### **7.6.1 Purpose of Application**

Upon satisfactory completion of construction, inspection and testing and payment of connection fees, the applicant shall request the Authority to accept the installed system.

Ownership, maintenance and operation of the system shall be the responsibility of the Authority only after specific written acceptance by the Authority for the system, whether it be in whole or in part as issued by the Authority. Until this written acceptance is issued by the Authority, the ownership, maintenance and operation shall remain the responsibility of the applicant.

In the event that construction deficiencies are found (i.e. minimum slopes are insufficient, etc...) and additional remediation measures are required, additional as-built surveys may need to be performed at the Applicants expense.

The Authority reserves the right to field verify as built information upon the completion of remedial measures taken to correct construction deficiencies. All costs associated with the engineering, inspection or surveying tasks performed to verify the completed construction will be at the Applicants expense.

### **7.6.2 Fee**

Filing Fee: \$0.00 – Sewer, \$0.00 - Water

### **7.6.2 Forms and Supporting Data**

## FORM D "APPLICATION FOR TITLE TRANSFER PUBLIC SEWER AND WATER SYSTEMS:

The application shall be accompanied by:

- (a) All necessary documents, legal descriptions, deed of easement and plans approved by the Authority that will permit the dedication of all necessary property and easements that are inherent and a necessary part of the completed project.
- (b) Payment of all fees and charges required by these Rates, Rules and Regulations up to and including this application shall be verified by the Authority.
- (c) Certification by the Authority Engineer as to the quality and content of the installed system.
- (d) Required application filing fees.
- (e) N.J. Department of Environmental Protection Permit to Operate.
- (f) The applicant shall perform a T.V. video inspection of the condition of the sanitary sewer system. This taping shall be performed after all construction within an individual development has been completed and prior to M.U.A. acceptance of the system. Any defects, debris, slit, etc. within the pipeline shall be corrected prior to Form "D" approval. All connections shall require the lines to be retaped. Notice shall be provided to the MUA and Authority Engineer a minimum of 48 hours prior to the video inspection.
- (g) As-Built Plans must be completed as per Form D requirements and video inspection by the Applicant must be submitted and deemed acceptable. A separate copy of the plans shall be provided on a digital format (CD) prepared with AutoCAD in a version acceptable to the Authority Engineer.
- (g) Letter from the M.U.A. superintendent certifying that a visual inspection of all the M.U.A. improvements has been completed.

### **7.6.3 As-Built Plans**

The "As-Built" Plans will contain all pertinent information such as, but not limited to, manhole to manhole distances, inverts and rim elevations of the manholes, control points, bearings and distances of all easements and properties required, lot and block numbers, sizes and type of pipe material, location of all wyes and tees, valves, blow offs, cleanouts, curb stops, fire hydrants and also certifications as detailed herein.

The "As-Built" Plans must contain a certification by and be sealed by the applicant's Engineer, who must also be a duly licensed engineer in the State of New Jersey worded as follows:

I, \_\_\_\_\_ duly licensed Engineer in the State of New Jersey have made an inspection of the work shown on these drawings as it is proposed for acceptance by the Authority and find good workmanship throughout the entire project, that the sewers and/or water mains exist true and straight to grade, that the free flow conditions exist, that no debris or obstructions are in the lines, and that the infiltration of the completed system does not exceed the limits set forth in the Rates, Rules and Regulations of the Mantua Township Municipal Utilities Authority.

I also certify that the project as offered and as shown on these particular drawings is in substantial compliance with the plans that were approved by the Mantua Township Municipal Utilities Authority on \_\_\_\_\_.

\_\_\_\_\_  
P.E.  
(Signature and Seal)

Before acceptance by the Authority, the applicant is to furnish to the Authority one (1) set of the As-Built Plans, in ink, on linen or mylar, as approved by the Authority Engineer, and one (1) set of prints of each drawing showing the sewers, water mains, connections, etc., as constructed. All as-built plans shall be drawn on a scale of 1" = 50'.

#### **7.6.4 Acceptance of New Sewers by Authority**

After satisfactory completion of all phases of the proposed project the Authority will accept the facilities upon compliance with this section.

The applicant shall:

- (a) Verify secured title to all lands, easement, legal descriptions, sewer and water structures and appurtenances, obtained with Form C or Form F approval, to the satisfaction of the Authority Solicitor.
- (b) Post a maintenance bond equal to 15% of the Performance Bond guaranteeing the satisfactory performance of the system for a period of two (2) years from the date of the acceptance.

Upon acceptance by the Authority, the Authority will:

- (a) Release the applicant from the Performance Bond and accept the Maintenance Bond.
- (b) Accept the title to all lands, easements, sewer and water main structures and appurtenances.
- (c) Operate and maintain the system(s) thereafter.

#### **7.6.5 Sewer and Water Connections**

Approved sewer and/or water connections shall be made to a street main only under the supervision and inspection of the Authority or the Authority Engineer. Connections to the sewer shall be made through an approved wye, saddle, or manhole. Connection shall be made in accordance with the direction of the Authority and/or its Engineer, or any other Authority designee.

House connections are under the jurisdiction of the Construction Code Official and/or Board of Health and approval of the Construction Code Official and/or Health Office will be required before the Authority will accept discharge of sewage into its mains and/or servicing of dwelling with potable water.

## **7.7 Application for Connection of an Individual Dwelling Unit Into The Existing Authority System - Form E**

### **7.7.1 Purpose of Application**

To determine the technical and economic feasibility of extending sewer and/or water to the Authority system and to verify that the systems will be constructed in compliance with these Rates, Rules and Regulations.

### **7.7.2 Forms and Supporting Data**

FORM E "APPLICATION FOR CONSTRUCTION OF PUBLIC SEWER AND/OR WATER SYSTEM FOR AN INDIVIDUAL UNIT INTO AN EXISTING AUTHORITY SYSTEM.

Connections for new sewage and/or water services will be made upon completing the application at the Authority Office by the property owner, or his authorized agent, and filing with the Authority. Water and/or sewage service, through existing connections, will be furnished, upon written application signed by the customer. Blank forms for all applications prepared for their respective service will be furnished by the Authority and all applications must receive the approval of the Authority before connection is made, or any service furnished.

Application shall be accompanied by two (2) sets of plans prepared by a registered plumber showing the proposed line from the dwelling to the Authority main. Plans must include all elevations.

No applications for service will be accepted by the Authority until the applicant has paid, or made satisfactory arrangements to pay, all arrears and charges due by the applicant, at any premises now or heretofore occupied by him.

The accepted application shall constitute a contract between the Authority and the applicant, obliging the applicant to pay the Authority its rates as established from time to time, and to comply with its Rates, Rules and Regulations.

Applications for service connections will be accepted subject to there being existing mains in streets or right-of-way abutting the premises to be served.

When a prospective customer has made application for a new service, or has applied for the reinstatement of an existing service, it shall be presumed that the piping and fixtures on the applicant's premises are in good condition. The Authority will not be liable, in any event, for any accident, breaks or leakage arising in any way in connection with the pipes or fixtures of the customer, nor for any damage to the property which may result from the usage thereof.

A new application must be made upon any change in the service, from that described in the application, or in ownership of the property when the owner is the customer. The new customer shall be responsible for making application for approval by the Authority, before water and/or sewage service is received or continued. There will be no charge for filing application for change in type or service.

### **7.7.3 Fees**

The Application Fee shall be \$5.00 for Sewer and \$5.00 for Water. Inspection Fees shall be \$15.00 for Sewer and \$15.00 for Water, to be returned if connection to MUA System is not feasible. All Fees payable to the Mantua Township MUA.

Connection charges per Section 21 or as agreed between the Authority and the applicant shall be paid as part of this application.

### **7.7.4 Action by Authority**

The application and supporting data will be reviewed by the Authority. If it is determined that it is feasible to extend service and that the plans are in compliance with these Rates, Rules and Regulations, the applicant will be notified of the Authority approval and the connection fee. Upon receipt of the fee, the sewer and/or water permits will be issued to the applicant and copies forwarded to the Building Inspector.

For Water/Sewer Connections - Street Opening Permit must be obtained from applicable agency (Mantua Township, Gloucester County or State of New Jersey) Copy must be given to MTMUA Office

If it is not feasible to extend service to the dwelling, a letter of APPROVAL TO INSTALL ONSITE SANITARY SEWER AND/OR WATER SYSTEM AS APPROVED BY THE BOARD OF HEALTH will be issued to the applicant, the Gloucester County Board of Health, and the Building Inspector.