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**Washington Township MUA**

**Rules and  
Regulations**



*Price \$25.00  
(Revised November 2015)*

**WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RULES & REGULATIONS**

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# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 1 – DEFINITIONS

### **Authority**

The word “Authority” shall mean the Washington Township Municipal Utilities Authority.

### **Customer**

The word “Customer” shall mean the applicant for water and/or sewer at one household or business, who enters into an agreement therefore.

### **Main**

The word “Main” shall mean the Authority owned or leased piping and appurtenances, in or along public highways and streets, or along privately owned right-of-way, used for the transmission or distribution of water to its customer, or collection of domestic sewage or industrial wastes from its customer.

### **Domestic Sewage**

The term “Domestic Sewage” shall mean the normal water borne fluid wastes from residences, commercial establishments, institutions and industrial establishments, limited to the wastes from kitchens, bathrooms, water closets, lavatories and laundries.

### **Industrial Wastes**

The term “industrial wastes” shall mean the liquid wastes from industrial processes as distinct from domestic sewage, (see section 5).

### **Lateral**

The word “lateral” shall mean the service line owned by the customer and extending from the dwelling or establishment to the curb.

### **Domestic Consumer Units (DCU)**

For billing purposes the term “domestic consumer unit” shall mean a dwelling or structure normally occupied by a single family. The daily flow is based on 3.0 persons per dwelling x 75 gallons per person per day or 225 gallons per day per single family dwelling rounded up to the nearest thousand.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 1 (Continued)

### **Equivalent Domestic Consumer Unit (EDCU)**

For billing purposes the term “Equivalent Domestic Consumer Unit” shall be used to determine the ratio for Industrial and Commercial sewage flow in proportion to a domestic consumer unit.

### **Single Family Dwelling**

A building on a lot designed and occupied exclusively as a residence for one family, considered to be an average of 3.0 persons.

### **Townhouse**

One of a series of attached one family dwelling units having common or party wall or walls between it and neighboring dwelling units having an individual rear yard contiguous to the dwelling unit designed

as an integral part of each one family dwelling unit and from which the occupants of the dwelling unit shall have the right to exclude the public. Each townhouse shall have separate and individual utilities systems.

### **Apartment**

One of a series of attached one family dwelling units each having a common or party wall or walls between it and neighboring units, and which shares with its attached neighboring dwelling units such facilities as pedestrian walks, gardens, lawns, utilities, sanitary systems and recreation areas.

### **Condominium/Cooperative Apartment Unit**

An apartment building in which the units are owned individually.

### **Industrial User**

A user who is anticipated to produce waste in addition to domestic waste which may require pretreatment prior to disposal into the public sewer system.

### **Commercial User**

A user who is anticipated to produce a waste similar do domestic sewage but is not a residential user.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 1 (Continued)

### **Potable Water**

The water provided by the Authority at the water valve in the street. This water meets or exceeds all Federal and State standards set forth by the Bureau of Safe Drinking Water.

### **Certificate of Authority**

A written notice which authorizes issuance of certificate of occupancy (Form "G").

### **Trailer (Permanent Use)**

A mobile home connected to public utilities.

### **Double Check Valve Assembly**

A backflow prevention device consisting of two independently acting check valves, internally force loaded to a normally closed position between two resilient wedge gate valves, and with means of testing for tightness.

### **Assisted Living Units**

A living unit to provide assisted living to senior citizens. Rated as **.45 D.C.U.**



**WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

**SECTION 2 – DOMESTIC SERVICE**

**2.1 Service to New Customers Through Existing Connections**

- 2.1.1 No new service will be extended by the Authority until the applicant has paid all charges due by the applicant at any premises now or heretofore occupied by him.
- 2.1.2 As water and sewer charges are municipal liens, all charges will be submitted by the Authority prior to the date of settlement and verified in written form to the title company or whatever authorized agent is processing the transfer of property. The Title Company shall be obligated to clear all sewer and water charges outstanding on the property. In the event that charges are not paid at settlement, those charges shall remain on the account as a lien against the property.
- 2.1.3 The Authority shall charge a search fee (as per statute) for water and sewer on each account. Search fees are due upon presentation. Failure on the part of the Title Company or the proper authorized agent to pay the search fees within 20 days of presentation will result in the discontinuance of Authority lien information.
- 2.1.4 No search fees will be charged for information in areas in which there is no existing water or sewer service.

**2.2 Service to New Customers in newly Constructed Dwellings**

- 2.2.1 No Certificate of Authority approval will be given to the Building Inspector for issuance of a Certificate of Occupancy until the Authority has verified that the meter and water and sewer lateral systems have been installed in accordance with the Authority Rules and Regulations.
- 2.2.2 Under no circumstances shall any new fixture be installed in a building or dwelling at an elevation lower than the front curb elevation or the street centerline elevation whichever is higher unless special precautions are incorporated into the new fixture installation to prevent surcharging of the new fixture from the sanitary sewer main because of high flow or blockage.
- 2.2.3 The initial billing date of a newly constructed home will be the date of the Certificate of Occupancy or the date of settlement, whichever is first.

**2.3 Tampering with the Meter**

Where the meter has been inspected and found to have been removed, damaged or tampered with, the customer will be notified by letter that a service charge will be required to replace the meter (See Schedule 1). If the customer refuses entry to the premises, service will be discontinued and an additional fee will be charged to restore the service.

**WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

**SECTION 2 (Continued)**

**2.4 Landlord - Tenant Responsibility**

All charges for sewer and water are a lien against the property and therefore the responsibility of the owner. If the owner specifies his wish to turn off service, or if the service is in arrears, the owner, may keep it off, however he must notify the MUA in writing. The correspondence must stipulate the reason for the shut-off and the expected duration. The MUA will decide on whether to shut-off based on the facts of the case. All charges against a property are the responsibility of the owner. A lien may be used to collect overdue payments. A hold-harmless letter shall be used. The billing account shall remain in the owner's name and billed directly to him/her. (The Authority shall notify renter of a shut-off).

**2.5 Curb Vent Policy**

When the Authority inspection indicates that a sewer cap is missing or damaged the customer will be notified that the cap must be repaired or replaced within seven days. After that time period, the Authority will replace or repair the vent cap and the customer will be charged for parts and service. See Section 9.14 for Policy on Blockages.

**2.6 Settlement**

Any residence or business, which has a balance due with the MUA, shall satisfy the amount owed at settlement of the property concerned.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 3 – PUBLIC FIRE SERVICE

### 3.1 Hydrant Location

Hydrants in new projects to be constructed shall be within 600 feet radius of each other and the distance between hydrants, as measured by the curb length, shall be no more than 1,000 feet.

Subdivision plans as approved by the WTMUA shall be submitted to the Fire Marshall for his approval of hydrant locations. The applicants shall obtain a fire safety review letter noted “acceptable as submitted” with the dated signature of the Fire Marshall or his duly authorized representative from the municipality. The letter should reference the drawing date and revision.

### 3.2 Maintenance

The Authority will maintain all fire hydrants, unless maintained by the Township.

### 3.3 Allowable Uses

Only persons authorized by the Authority shall take water from any public fire hydrant, for the use of the Fire Department in case of fire. No public fire hydrant shall be used for sprinkling streets, flushing sewers or gutters, or for any reason other than fire purposes, except with the written approval and consent of the Authority.

### 3.4 Change of Location

Whenever the municipal governing body desires a change in the location of any fire hydrant, the Fire Official, upon written notice to do so, will make such change at the expense of the municipality.

### 3.5 Inspection

Routine inspections of each hydrant shall be made semi-annually according to the time schedule set by the Superintendent. Upon written request from a duly authorized representative of the municipality, the Authority, when it determines that the request is reasonable, will authorize that such inspection be made by an authorized representative of the Authority, accompanied by an authorized representative of the municipality.

### 3.6 Notification

The Fire Department Dispatcher shall notify the Authority when the Fire Companies will be using the hydrant for reasons other than fire fighting.

**WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

**SECTION 3 (Continued)**

**3.7 Hydrant Rental Policy**

Fee shall be based on the rates in Schedule 1.

**3.8 Off-Site Hydrant Installation**

New Hydrant Installation costs within a tract are borne by the tract developer because it benefits the tract directly. This policy is consistent with the Washington Township MUA policy regarding on-site improvements.

However, when new hydrants must be installed outside a tract and do not generally benefit the developer of said tract but generally benefit the overall fire safety of the Township, the cost will be borne by the Washington Township MUA and recovered as part of the annual fire hydrant fee.

Costs involved with off-site improvements directly related to an application for “proposed development” shall be borne by the tract developer.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 4 – PRIVATE FIRE SERVICE

### 4.1 Automatic Devices and Hydrants

For automatic sprinklers or other automatic fire service devices located inside a building or buildings, a separate service line with an approved double check valve will be required, to be used exclusively for fire service. At the option of the customer, fire hydrants located outside of the building may be connected to the fire service line. Each such separate service line shall be subject to the charges shown in the rate schedule. The Authority reserves the right to refuse approval for an application for automatic fire service where, in the judgment of the Authority, such service is not practical.

### 4.2 Ownership and Location

All meters for private fire service shall be approved by the Authority, but shall be furnished and installed by the customer. Meters will be set in an approved type of brick or concrete masonry meter vault, adequately drained, located on the premises of the customer. The meter vaults are to be constructed and maintained at the expense of the customer. Meters and vaults shall at all times be accessible to the Authority, its officers and employees.

### 4.3 Private Unmetered Fire Service

When in the judgment of the Authority it is practical, private unmetered fire service lines may be permitted to be installed at the expense of the owner, and shall be subject to the charges shown in the rate schedule.

### 4.4 Bills Rendered and Due

Bills will be rendered on or about the first days of February, May, August and November for that specific Quarter. All bills are due and payable upon presentation.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 5 – INDUSTRIAL SERVICES

Industrial and commercial establishments, making application for water and/or sanitary sewer service in addition to making written application for such services, shall furnish a detailed description of the type and size of buildings, and nature of the business to be conducted in each structure, the number and type of fixtures to be served, the type, volume and chemical characteristics of the waste to be discharged. Such applicants shall also furnish the Authority four (4) copies of plans showing:

- a) The boundaries of the property.
- b) The location within the property of the structures to be served.
- c) The location and profile, with respect to finished grade of the services.
- d) Details of the proposed connections to the water and sewerage systems, and arrangements and details of meter installation.

### 5.1 Agreement Required

The Authority will accept industrial wastes into the sanitary sewerage system, upon execution of a formal, written agreement, and under and subject to the provisions appearing in said agreement, and the rules stated hereafter. The agreement will set out in detail the characteristics of the wastes, the flow conditions that shall govern the conditions with respect to the physical connection or connections, and the annual service charges. It will be the policy of the Authority to consider each application on its merits, and to establish specific conditions applicable to the particular situation, for each agreement. No connection shall be made prior to execution of the agreement.

### 5.2 Special Application

Prior to approving an application for a connection involving the acceptance of Industrial wastes, the applicant shall submit complete data with respect to the following:

- a) Average, maximum and minimum rates of flow to be expected daily and seasonally.
- b) Flow diagram, showing points of application of chemicals, type and quantity of each chemical used per day and per shift, a schedule of operations, expected chemical characteristics of the untreated wastes, and the points of connection to the sewerage system. The normal situation will require the separation of, and separate points of connection for domestic sewage and industrial wastes for each industrial establishment.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 5 (Continued)

### 5.3 Prohibited Wastes

Wastes containing the following substances or possessing the characteristics listed below, will not be accepted:

- a) Any vapor or steam
- b) Any fluids with temperature in excess of 150° Fahrenheit
- c) Any fluid wastes which contains in excess of 100 parts per million of fat, oil or grease, either vegetable or mineral.
- d) Any volatile, explosive, or flammable substances such as benzene, gasoline, naphtha, fuel oil or similar substances.
- e) Any solids or viscous matter which may cause any interference with the flow of sewage, such as ashes, cinders, concrete, sand, mud, straw, shaving, metal, glass, rags, feathers, tar, plastic, hair or similar substances. Equipment or trucks carrying such materials shall not be washed and this water discharged in the system.
- f) Any fluid wastes having a pH value less than 5.5 or in excess of 9.0 or possessing other properties capable of causing damage or hazard to sewers, structure, treatment process, equipment or operating personnel.
- g) Any wastes containing toxic or poisonous substances in sufficient concentration to interfere with the sewage treatment process, to cause injury to animals or persons, or to create an unacceptable condition in receiving streams.
- h) Any noxious or malodorous gas or substance, which is capable of, is causing a public nuisance, or exceeds the limits, set by Local, State or Federal government.
- i) Any radioactive substance.

### 5.4 Grease, Oil and Sand Separators

When in the opinion of the Authority Engineer, grease, oil and sand interceptors or oil reclaimers are required, they shall be provided and maintained at the expense of the owner, in continuously efficient operating condition. Grease and oil interceptors shall be constructed of impervious materials, capable of withstanding abrupt and extreme changes in temperature. They shall be water tight, substantially constructed and equipped with readily removable access covers. Where deemed necessary, cold water sprays shall be installed. The design and pertinent data shall be submitted to the Authority for review and approval, prior to construction or installation. Separators must be constructed entirely on the property of the owner.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 5 (Continued)

### 5.5 User Assessment

The Authority reserves the right to require preliminary treatment, where the chemical characteristics of the proposed industrial wastes, in the opinion of the Authority Engineer, or in the opinion of the Department of Environmental Protection, make such preliminary treatment desirable or mandatory. Some of the characteristics, which may dictate preliminary treatment, are listed below:

- a) Five day B.O.D. in excess of 350 p.p.m.
- b) Suspended solids in excess of 350 p.p.m.
- c) Average daily flow in excess of 2% of the rated capacity for the treatment plant.
- d) Presence of arsenic, barium, cadmium, chloride, chromium, copper, cyanide, fluoride, iron, lead, magnesium, manganese, nickel, nitrate, selenium, sulfate, zinc, or Ph values outside the acceptable limits described in Section 5.3 (f).

In such instances where it is agreed that the industrial waste will be received following preliminary treatment, drains and specification shall be submitted for approval of the Authority Engineer showing all pertinent details of the indicator recorder-register type of fluid meter, and housing to be used, to meter the flow of industrial wastes, and also details of the control manhole to be constructed on the industrial wastes connection within the sidewalk area. The control manhole shall be provided with adequate access manhole covers of approved type, through which access shall be possible to Authority personnel at all times. Drawings, specifications, reports, etc., shall be submitted in quadruplicate and shall be prepared and sealed by a Professional Engineer registered in the State of New Jersey.

Where preliminary treatment facilities are required, they shall be provided and continuously maintained in an effectively operating condition at all items, at the expenses of the industry.

Each industry connected to the Authority sewer system shall be responsible for maintaining a quality of effluent from their premises, which conforms to the provision established in their agreement with the Authority. Sampling and analysis shall be done to conform with accepted practice and in accordance with the current edition of "Standard Methods for the Examination of Water, Sewage and Industrial Wastes."

The cost of preparing and submitting this data for consideration by the Authority shall be borne by the industry. Likewise, the cost of sampling and analysis to determine compliance with the terms of the Agreement shall be borne by the industry, although conducted by the Authority or its duly authorized representative. Exceptions to permissible wastes are described in the Rules & Regulations under "Prohibited Wastes" in Section 5.3.



# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 5 (Continued)

### 5.5 User Assessment (Continued)

Treatment of Highly-Concentrated Industrial Wastes:

- a) The user will be assessed an increase service charge of one (1%) percent for each fourteen (14) parts per million Biochemical Oxygen Demand exceeding the normal B.O. D.
- b) The user will be assessed an increased service charge of one (1%) percent for each fourteen (14) parts per million of suspended solids exceeding the normal suspended solids of raw domestic sewerage, which for the purposes of this section is declared to be 135 parts per million.
- c) The user will be assessed an increased service charge of one (1%) percent for each eight (8) parts per million the chlorine demand exceeds normal chlorine demand of the raw domestic sewerage, which for the purposes of this section is declared to be 29 parts per million.

### 5.6 Control Manhole

Industries permitted to connect to Authority sewers, even though not initially being required to provide preliminary treatment, may be required to provide a control manhole and/or meter, as described in Section 5.5.

### 5.7 Penalty or Discontinuance

In the event that any industry fails to conform to these regulations, or fails to comply with the terms and conditions of their agreement with the Authority, which failure causes damage of any sort to the Authority or Authority's employees, the Authority shall determine the extent of the damage and bill the industry accordingly. If such bill is not paid within five calendar days from the date of the bill, legal action may be instituted to enforce collection; or the Authority may resort to termination of the connection after giving twenty-four hours notice, or to termination of water supply.

The Authority reserves the right to cancel the agreement, upon 30 day's written notice, in the event of repeated failure to comply with the terms of the agreement, or the rules and regulations of the Authority.

### 5.8 Industrial Waste Meters

Where the industry provides its own water supply, entirely separate from that supplied by the Authority, or provides from its own sources a portion of the water consumed on the premises, which eventually finds its way into the sewerage system of the Authority, the provisions of the Schedule of Rates will apply. This does not relieve the industry from the requirement to furnish, install and maintain a meter of the indicator-register-recorder type, to measure the discharge of industrial wastes, as described in Section 5.5. The meter will be approved

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 5 (Continued)

by the Authority, but supplied by the customer with the cost of said meter and installation to be borne by the industry. All cost of furnishing, installing and maintaining the industrial waste flow meter will be borne by the industry and shall be readily accessible to Authority personnel.

### **5.9 Treatment of Highly-Concentrated Industrial Wastes**

Highly-concentrated wastes, including pre-treated wastes, will be subject to a rate surcharge if they unduly add to the burden of the sewerage treatment plant as per GCUA regulations. The surcharge for industrial waste shall be based on an analysis of the industrial waste.

**WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

**SECTION 6 – USE OF WATER FOR BUILDING PURPOSES**

A supply of water for building or other special purposes, except on a lot or premises already supplied with a metered water connection, must be specially applied for and fees paid as specified in Schedule 1. All applications for water for building purposes must be signed by the owner or his duly authorized agent, and shall be interpreted to mean that the water is to be used from a builder's hydrant, temporarily adapted with a meter.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7 – WATER MAIN EXTENSIONS

### 7.1 General Requirements

Residential subdivisions of four or more building lots, or any residential structure to be occupied by three or more families, and all non-residential developments will be required to install a potable water distribution system to be connected with the closest existing water main in Washington Township. Non-residential developments include schools, commercial buildings or complexes, industrial building and complexes, and other structures not intended for human habitation. For commercial and/or industrial enterprises, the water distribution system on-site shall be privately owned and maintained. In all cases, unless determined otherwise by the Authority, the potable water distribution system constructed to serve new developments shall include water mains and appurtenances along the entire frontage of existing public streets and roads adjacent to the development. The sizes of those water mains shall be consistent with the Authority's water distribution system master plan.

#### 7.1.1 Waivers

Under exceptional circumstances, as determined by the Authority, a waiver from the requirement to connect to the water distributions system may be granted. A waiver to connect to the water distribution system will also constitute authorization for the applicant to seek approval to install individual potable water wells to serve the proposed development. Requests for waivers will be considered on a case-by-case basis. The determination by the Authority of exceptional circumstances may be based upon, but not necessarily limited to, the following situations:

- a) Remote distance from the existing system: The Authority may determine that the subject property is situated at a location too distant from the existing water distribution system for a water main extension to be practicable.
- b) Potable water demands exceed available capacity: The applicant must demonstrate that the Authority water distribution system has adequate firm source capacity as defined by current NJDEP regulations to serve the proposed development. Furthermore, it must be demonstrated that the existing system has adequate pressure to meet the domestic and fire flow demands of the development. The Authority may grant a waiver if the existing system is incapable of meeting the demands of the proposed development.
- c) Ban on connections in place: The Authority may grant a waiver if the NJDEP or other agency having jurisdiction has imposed a temporary ban on connections to the existing system.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7 (Continued)

### 7.1.1.1 Conditions of Waivers

When the Authority has determined that exceptional circumstances do exist and that a waiver of the requirement to connect to the water distribution system is warranted, a waiver may be granted providing the applicant agrees to all conditions associated with the issuance of the waiver. The following conditions shall be agreed to by the applicant prior to approval of the request for a waiver. All agreements shall be conveyed to any successor in title.

- a) The applicant shall be responsible to construct a “dry” water distribution system to serve the development at such time connection can be made to the municipal water system. The dry system shall include water mains, services, and fire hydrants constructed in compliance with applicable NJDEP rules and regulations. Each potable water service shall be extended up to and including a curb stop installed according to Authority standards. The dry system shall be secured and left uncharged until public water is available.

Where the approved plans indicate the installation of fire hydrants, the applicant shall install only the appurtenances from the tee at the main to the hydrant lower barrel safety flange, placed 3 to 6 inches above the ground surface. The safety flange shall be capped to protect the parts housed within the lower barrel of the fire hydrant. The complete upper barrel and all nozzle caps shall be delivered to the Authority Superintendent for storage until the dry system is activated. Authority personnel will complete the hydrant installation at that time.

Payment of all water connection fees shall be required prior to commencement of construction of the water distribution system.

- b) When construction of the “dry” water distribution system has been completed, the developer shall complete satisfactory pressure testing of the system in accordance with the procedures outlined in the “Inspection and Testing Procedures Manual of the Washington Township Municipal Utilities Authority.” Upon satisfactory completion of construction, inspection, and testing as further described hereinafter, the developer shall submit a Form D application with all necessary supporting documentation to request the Authority to accept ownership of the installed system.
- c) The applicant shall be responsible for obtaining all permits and approvals required for the installation of private potable water wells and the construction of the dry water distribution system described above. The applicant shall further be responsible for payment of all fees associated with those permits and approvals. The applicant agrees to construct the utility improvements in compliance with all conditions of the respective permit.

## WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### SECTION 7 (Continued)

- d) The applicant shall agree that when municipal water service becomes available, all dwellings and/or other realty improvements shall be connected to the municipal water distribution system. To effectuate connection to the municipal system, private wells shall be disconnected from the respective buildings and the dry water mains shall be activated in accordance with Authority standards. All work associated with connection to the municipal water system shall also be completed in compliance with applicable plumbing codes. All labor and material costs to complete disconnection from wells and connection to the public water system shall be borne by the owners of the respective properties. Documentation that connection to the municipal water system has been completed shall be provided by a plumber licensed in the State of New Jersey. The deed for each property affected shall specify that connection to the public water distribution system shall be mandatory at the time the Authority activates the dry system. The deed shall further specify that the property owner shall be responsible for all costs and fees to disconnect the well and connect the water service to the building. The verbiage in the deeds shall be in a form acceptable to and approved by the Authority Solicitor.
  
- e) When the dry water distribution has been activated, thereby providing property owners with public potable water, individual wells may be sealed or kept serviceable for use for irrigation purposes if so desired by the property owner. For wells intended to remain serviceable the Authority recommends the water be tested for contaminant levels in accordance with the New Jersey Safe Drinking Water Act, N.J.A.C. 7:10. A laboratory certified by the New Jersey Department of Environmental Protection (NJDEP) should do testing. The Authority further recommends that the well be removed from service and sealed if the test results indicate any contaminant concentrations exceed acceptable levels according to NJDEP standards. Sealing of wells shall be done by persons licensed to do so in the State of New Jersey. The applicant shall provide documentation of written notification to each property owner of the Authority's recommendation.

#### **7.2 Applications and Fees**

Persons proposing subdivisions and site plans requiring a main extension for water service shall prepare applications described in this section with the necessary supporting documents. The policy of the Authority is to permit water main extensions only when paid for and constructed by the applicant. No facilities for the distribution of water within the "district" of the Authority (which corresponds to the municipal boundaries of Washington Township) shall be constructed unless the Authority has granted its consent and the Authority Engineer has approved the plans and specifications. Therefore, a sequence of applications for water main extensions is required for the Authority's determination of needs, availability of service, effect of proposed extension, and inspection of installed water mains and appurtenances. Application forms can be

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7 (Continued)

obtained directly from the Authority. The sequence of applications, forms, supporting data, and fees, and the Authority action that results in acceptable water main extensions are described hereinafter. A proposed water main extension must be designed by a Professional Engineer licensed to practice in the State of New Jersey, and all plans and reports must be signed and sealed in accordance with applicable laws, rules, and regulations. Each application shall be submitted in duplicate with the designated fees to the Authority not less than 10 days prior to the Authority meeting at which action of the application is desired.

### 7.2.1 Signatures

Applications shall be signed by the owner(s), by a proper official of the company, or by an authorized agent of the company. If signed by an agent, a certified copy of agent authorization by the company shall be attached to the application.

### 7.2.2 Application and Escrow Fees

All fees accompanying applications shall be paid by certified check or other draft at the option of the Authority. Escrow fees are for professional reviews, inspections and review of as-built maps. Fees for escrow shall be paid at each level of application submission. Outstanding balances will be refunded as per statute.

Before proceeding to the next level of application, it may be necessary to satisfy any outstanding deficit at the preceding application level.

### 7.2.3 Connection Fees

It is the policy of the Authority to charge connection fees for connection to its water distribution system pursuant to N.J.S.A. 40:14B-21. An offset to the connection fee may be considered by the Authority for user-installed water supply, storage, and/or distribution facilities in excess of the users needs. The amount offset shall not exceed 80% of the estimated cost of the additional domestic facilities based upon the standard unit prices approved by the Authority.

Connection fees at prevailing rates shall be payable subsequent to the Authority's approval of a Form C application and prior to commencement of construction. If a project is developed in sections, the connection fees shall be based upon the prevailing rates at the time said fees are paid. Meter fees shall be payable upon receipt of connection permits.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7 (Continued)

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

#### **7.3.1 Purpose of Form A Application**

An application describing the proposed development shall be submitted to the Authority with supporting data to determine the economic and technical feasibility of extending water service to serve the proposed development. The Authority may defer or waive certain elements of the supporting data at its discretion where the cost of data preparation is not commensurate with the development planning and approvals.

#### **7.3.2 Duration of Approval**

Form A approval is valid for a period of two (2) years from the date of approval and will expire upon completion of that time period.

#### **7.3.3 Forms and Supporting Data**

In support of a completed Form A application, the applicant shall provide a general location plan showing the location of the subject property identified by Tax Map lot and block number. The location plan shall also indicate the locations of existing water mains in the vicinity of the project site, public streets and roads, and streams as well as a general proposed system outline and route of construction. In addition, the application shall provide an estimate of the flow demands of the proposed project in accordance with current NJDEP standards.

#### **7.3.4 Fees**

Fees shall be submitted with the Form A application in the amount indicated on the application form and/or pursuant to applicable Authority resolutions.

#### **7.3.5 Action by the Authority**

The Authority and Authority Engineer will evaluate the application and supporting data and issue an approval or disapproval of the feasibility of providing public water for the proposed project. The Authority will forward a copy of the approval/disapproval to the Washington Township Planning Board for its use.

If the Authority determines extension of the water distribution system to serve the project is feasible, the applicant will receive written notification thereof along with written recommendations and conditions as deemed appropriate by the Authority. The written notification will include a completed Form A-1. In addition, the Authority will provide the applicant with the necessary forms for Form B or Form B-1 application, "Application for Preliminary Review of Plans for Public Sewer and/or Water" for the applicant's use.



# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7 (Continued)

The Authority does not, by granting Form A approval, guarantee available water allocation at the time of application for Form B approval nor does it guarantee or imply approval by NJDEP or any other agency having jurisdiction.

If the Authority determines that the proposed development is too remote from the existing water distribution system to render extension practicable, or contains three or less building lots, or there are other circumstances particular to a given application that render extension non-feasible, the Authority may disapprove the Form A application and instead grant a Form F approval. Form F approval will authorize the developer to seek approval from the Gloucester County Department of Health to install individual potable water wells for the proposed development.

### **7.4 Application for Preliminary Approval: Form B or Form B-1**

#### **7.4.1 Purpose of Application**

An application and supporting data specifying engineering details of the proposed project will be evaluated for compliance with Authority engineering standards, including provisions for orderly growth.

#### **7.4.2 Duration of Approval**

Form B/B-1 approval is valid for a period of two (2) years from the date of approval and will expire upon completion of that time period.

#### **7.4.3 Forms and Supporting Data**

Either of the following forms must be completed and submitted to request approval of plans for the proposed development project.

FORM B: "APPLICATION FOR PRELIMINARY APPROVAL OF PLANS FOR PUBLIC SEWER AND/OR WATER: MAJOR SUBDIVISIONS, PUD, AND/OR CONDOMINIUM COMPLEXES."

FORM B-1: "APPLICATION FOR PRELIMINARY APPROVAL OF PLANS FOR PUBLIC SEWER AND/OR WATER: APARTMENTS, COMMERCIAL, INDUSTRIAL."

One full set of plans and three (3) sets of utility plans and details shall accompany the application. In addition, three (3) copies of an engineer's report as described in Section 11 shall be submitted.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7 (Continued)

### 7.4.4 Fees

Fees shall be submitted with the Form B/B-1 application in the amount indicated on the application form and/or pursuant to applicable Authority resolutions. In the event the cost of reviews exceeds the amount deposited in escrow, the applicant shall pay the additional costs prior to final approval by the Authority.

### 7.4.5 Action by the Authority

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

When the Authority has approved the plans it will adopt a resolution authorizing submittal of plans to the NJDEP for the applicable State permit. The Authority does not, by granting Form B approval, guarantee or imply approval by NJDEP or any other agency having jurisdiction.

Upon notification by the Authority that approval has been given to the proposed project and necessary permits have been received from the NJDEP, the applicant may file an application or series of applications for construction approval (See Subsection 7.5) within a period not to exceed two (2) years from the date of approval by the Authority or from the date of issuance of applicable NJDEP permits, whichever is later. The applicant may request an extension of the approval of up to one year from the date of expiration. A maximum of three (3) extensions may be requested.

## 7.5 Application for Construction Approval: Form C

### 7.5.3 Purpose of Application

For a period following Form B/B-1 approval not to exceed two (2) years duration 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 water distribution facilities installation and establishes a schedule for Authority inspection of completed installations.

### 7.5.2 Duration of Approval

Form C approval is valid for a period of two (2) years from the date of approval and will expire upon completion of that time period.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7 (Continued)

### 7.5.3 Forms and Supporting Data

The following form must be completed and submitted to request approval to construct the proposed project.

#### FORM C: APPLICATION FOR CONSTRUCTION OF PUBLIC SEWER AND WATER SYSTEM

When the project is to be constructed in sections, each section will require a separate Form C.

Four (4) full sets of plans and details shall accompany the application. The plans shall indicate the block and lots numbers for all lots as approved by the Tax Assessor. The fire hydrant locations indicated on the plans shall be consistent with the locations approved by the Fire Official, and documentation of the Fire Official's approval shall be submitted. Two (2) copies of the technical specifications are also to be provided.

Where the plans of final sections submitted for Form C approval are identical to those granted Form B approval by the Authority and approved by NJDEP, the design engineer shall provide a written statement attesting to that fact. Where the plans of final sections that are being submitted for authorization to construct are not identical to those approved by the Authority and NJDEP, the engineer shall submit a letter explaining in detail each revision with basis and justification for the respective revision.

#### 7.5.3.1 Other Data

In addition to the items described above, the applicant shall submit the data enumerated below for review and/or approval.

1. A list of tax lot and block numbers cross-indexed with street addresses.
2. A copy of the Water Main Extension Permit received from NJDEP.
3. Legal descriptions of all easements must be reviewed and approved by the Authority Engineer. Easement agreement documents, prepared by the Authority Solicitor and based on approved legal descriptions, shall be submitted to the applicant for signature prior to recording by the Authority Solicitor.
4. Bonding estimates shall be provided for the proposed water distribution system improvements. The estimates shall be based upon the current Authority-approved unit prices.
5. If the proposed water main would cross any existing utilities owned and operated by other public utility companies, the applicant must secure any required approvals from those companies. Documentation of those approvals shall be provided to the Authority.

## WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### SECTION 7 (Continued)

6. If the proposed water main would cross and/or encroach upon any streams, waterways, freshwater wetlands or transition areas, or other open waters, the applicant shall obtain all permits as required by the NJDEP. Documentation of those approvals shall be provided to the Authority.
7. Permits to construct water mains and/or related appurtenances within the public rights-of-way of State, County, municipal roads and highways, and/or railroads and any other related permits must be secured by and paid for by the applicant prior to commencement of construction. Documentation of those approvals shall be provided to the Authority.
8. Developer shall be required to repair any utility road crossing trenches after a one-year period. Authority Engineer shall inspect any trenches for settlement, and determine the extent of trench restoration at the one-year anniversary. The Developer shall obligate him or herself to restore any settled trenches prior to release of the maintenance guarantee.

#### 7.5.3.2 Performance Bond or Surety Documents

A performance bond or surety documents in form satisfactory to the Authority and reviewed and recommended for approval by the Authority Solicitor and Authority Engineer shall be submitted to the Authority prior to Authority approval of the application. The bond or letter of credit shall be in the amount of 120 percent of the total estimated construction costs as verified by the Authority Engineer. The bond or letter of credit shall guarantee complete construction in accordance with the final plans and specifications approved by the Authority and the NJDEP. The bond acceptance letter shall be included in the data package. Cash, checks, certified checks, or money orders will be acceptable to be deposited in an escrow account. This bond must be approved by both the Authority Engineer and Solicitor at least 10 days prior to scheduling a pre-construction meeting.

The bond or surety documents shall remain in effect until the water distribution system and related appurtenances are installed, tested, and protected by an adequate layer of flexible bituminous paving or approved equivalent. At that time, and subject to the recommendations and approval of the Authority Engineer, the amount of the bond or surety shall then be reduced using whichever of the following methods allows the Authority to retain the greatest percentage of the guarantee to ensure completion and acceptability of all improvements: (1) reduced to 30% of the original amount bonded; or (2) reduced by the amount attributable to each approved improvement in accordance with the itemized cost estimate originally attached to the performance guarantee, including any contingency factor applied to the cost of installation. The performance bond shall not indicate an expiration date.

Upon legal acceptance of the system by the Authority, the balance of the performance bond or surety documents will be released upon receipt of a 2-year maintenance bond in the amount of 15 percent of the original construction costs.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7 (Continued)

The Developer shall continue to be completely responsible for each section of the system until it is legally accepted by Authority resolution. A section is typically legally accepted after the completion of final road surfacing, when the sewer and water systems receive final inspection and approval from the Authority Engineer. All easements must be finalized by the Solicitor and recorded. An easement letter shall be included in the data package.

### **7.5.3 Fees**

Fees shall be submitted with the Form C application in the amount indicated on the application form and/or pursuant to applicable Authority resolutions. In the event the costs of legal services, Authority Engineer, clerical services and inspection, exceeds the amount deposited in escrow, the applicant shall pay the additional costs prior to Form D application.

### **7.5.3 Action by the Authority**

Upon approval of the application, the Authority shall grant approval of construction for the project to the extent requested. The Authority will issue a Form C-1 to the Owner/Developer. The Form C-1 will note all exceptions and conditions of the Form C approval. A pre-construction conference will be authorized with the issuance of the Form C-1 report.

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

### **7.6.1 Purpose of Application**

Upon satisfactory completion of construction, inspection and testing, 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 of the system, whether it is in whole or in part as issued by the Authority. Until such written acceptance is issued by the Authority, the ownership, maintenance and operation shall remain the responsibility of the applicant.

The Authority will not consider Form D Approvals until the Authority Engineer confirms that the project has been constructed in general conformance to the rules and regulations of the Washington Township Municipal Utilities Authority, after completing the survey and as-built mapping of the new system.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7 (Continued)

### 7.6.2 Forms and Supporting Data

The following form must be completed and submitted to request acceptance of the completed water distribution system.

#### FORM D: TITLE TRANSFER, PUBLIC SEWER AND WATER SYSTEMS

When the Authority Engineer and Superintendent have determined that the project is completed and ready for legal acceptance by the Authority, they will submit a letter of certification that it has been built in accordance with the plans and specifications as approved by the Authority. The applicant will then be notified to submit the following data:

- a) All necessary documents approved by the Authority that will permit the dedication of all necessary property and easements that are an inherent and necessary part of the completed project.
- b) Proof of payment of all fees and charges required by the Rules and Regulations up to and including this application.
- c) Proof of release of liens from all contractors, subcontractors and material suppliers.
- d) Proof that the contractors have submitted all contractors' "as-built" drawings as described below.
- e) A maintenance bond in the amount of 15 percent of the original construction costs for a 2-year time period.

#### 7.6.2.1 As-built Plans

The DEVELOPER will be required to prepare and submit contractor's as-builts of all constructed improvements for any water main extension. Contractor's As-built Plans shall be 8 1/2" x 11" in size unless approved otherwise by the Authority. As-builts shall depict any new or existing mains, valves, fittings, services, curb-boxes, curb stops, meter pits, production wells, well facilities, fencing, air strippers, etc. The contractor's as-builts shall be submitted to and approved by the Authority Engineer at the time of pressure testing and lamping of the completed systems.

The DEVELOPER'S Engineer shall be responsible to perform an As-built Survey of the project and submit five (5) paper copies signed and sealed by a New Jersey Licensed Professional Land Surveyor along with a electronic copy in AutoCad format ( Version 2000, Release 2 or newer) of the final development showing the potable water infrastructure,

## WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### SECTION 7 (Continued)

and the on-site and off-site utilities serving the project. The as-built shall include the location of all data stated above and depict the final utilities constructed as a result of field changes and as-built measurements.

The contractor's as-builts shall be submitted to and approved by the Authority Superintendent at the time of pressure testing and lamping of the completed system.

The DEVELOPER'S Engineer shall be responsible for the surveying and as-built mapping of the new infrastructure, including old and new mains, fittings, valves, hydrants, services, meter pits, curb boxes, fencing, etc.

The map shall indicate the design data, along with the highlighted as-built data, for comparison. The as-built data shall describe the actual pipe sizes, materials, hydrant and valve locations, meters, curb boxes, etc.

The DEVELOPER will be required to acquire approvals from the AUTHORITY ENGINEER and SUPERINTENDENT, regarding the as-built information of the water main system, prior to the Township Engineer permitting the placement of the stabilized base course and final surface course of bituminous paving.

Approval to place stabilized base paving shall not be considered until the following tests are reviewed and accepted by the Authority Engineer:

- Pressure testing of mains
- Bacteriological testing of mains
- Verification of pipe depths & location of valve boxes

No mains shall be accepted nor final paving be permitted if potable mains are constructed with cover less than 48-inches, unless otherwise authorized by the AUTHORITY SUPERINTENDENT.

The AUTHORITY ENGINEER will render an opinion to the Township Engineer as to the water main improvements in accordance with the rules and regulations.

The Township Engineer shall not permit stabilized base course paving until the AUTHORITY ENGINEER submits a written acceptance letter of the as-built map, indicating acceptable pipe, pressure testing, bacteriological, etc.

In no way shall any DEVELOPER be permitted to place any paving section atop the new system nor operate the system prior to the AUTHORITY ENGINEER reviewing and approving the as-built survey and mapping. The existence of road pavement and occupancy of dwellings or other buildings shall not relieve the applicant of any responsibility for correction of any facilities constructed in a manner inconsistent with the approved plans.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7 (Continued)

### **G.I.S. Based As-built Requirements:**

In addition to AutoCad Mapping, the DEVELOPER'S Engineer shall be required to submit the as-built data information in the following format for the inclusion into the Authority's GIS Water & Sewer Map System:

- All mapping shall be performed in ArcView Format, Release 3.2 or newer.
- All ArcView shapefiles and attributes shall meet Authority's standard format, which is dictated by the NJDEP standards.
- All mapping shall be formatted on NJ State Plane Coordinates NAD 83, and NAVD 88 Vertical Datum.
- All mapping and attribute information must be in strict accordance to accuracy standards required by the N.J. Department of Environmental Protection Geographic Information System for "Mapping and Digital Data Standards".

In accordance with NJAC 7:1D, a map identifying the newly installed utility system including sources, treatment, collection, distribution and storage facilities, and the service area shall be provided. The mapped water and sewer service area shall clearly delineate the boundary of the geographical area served by the newly installed system(s).

Mapping shall be in the form of digital Geographic Information Systems (GIS) data, at a scale of 1:12,000. Digital mapping shall conform to the "New Jersey Department of Environmental Protection - Mapping the Present to Protect New Jersey's Future: Mapping and Digital Data Standards," in N.J.A.C. 7:1D, Appendix A. Guidance related to the mapping and digital area standards is available at the Department's website at <http://www.state.nj.us/dep/gis>. The Department will provide its GIS theme coverages, associated metadata and digital data transfer standards, as established at N.J.A.C. 7:1D, Appendix A, at the request of the developer.

The developer shall be required to perform the as-built survey and autocad work, however, should the DEVELOPER request the Authority to perform these GIS arc-view based as-builts, the DEVELOPER must submit a letter requesting the Authority Engineer to perform the services. Consequently, the DEVELOPER'S escrow will be charged according to the DEVELOPER'S ESCROW AGREEMENT.

### Developer's Authorization:

Prior to the authority engineer performing any service, both the Authority and developer shall establish a scope of work with budgetary amounts of GIS mapping service, thus requiring agreement to such work and posting of proper escrows. No GIS as-built mapping shall be performed by the Authority Engineer unless the developer gives a written authorization with acceptance of budgetary amounts.



# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7 (Continued)

### 7.6.3 Fees

Fees shall be submitted with the Form D application in the amount indicated on the application form and/or pursuant to applicable Authority resolutions. In the event the cost of reviews exceeds the amount deposited in escrow, the applicant shall pay the additional costs prior to final approval by the Authority.

### 7.6.4 Action by the Authority

Upon receipt of all required data from the applicant,

- a) The Authority Engineer will prepare the final 24" x 36" as-built plans for the Authority record. The cost of preparation of the final as-built plans will be charged to the escrow account for the project.
- b) The Authority Board shall consider adopting a resolution legally accepting the facilities.
- c) The Authority will release the performance bond upon receipt and acceptance of the maintenance bond.
- d) The Authority Superintendent will accept operation and maintenance responsibilities of the completed system.
- e) The Authority will issue a Form D-1 prior to action on the Form D application. The Form D-1 will summarize the exceptions found in the inspection and authorize acceptance or rejection of transfer of the system.

House connections are under the jurisdiction of the Township Plumbing Subcode Official. Written certification from the Subcode Official verifying that the house connection to the main system has been constructed in compliance with the National Standard Plumbing Code will be required before the Authority will provide potable water service to the dwelling.

### 7.7 Application for Connection Waiver: Form F

A Form F will be generated by the Authority to authorize an applicant to seek approval for the installation of private potable water wells when it has been determined that connection to the public water distribution system is not feasible.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7 (Continued)

### **7.8 Water Main Extension – Connection to Existing System**

Development contractors shall schedule water main connections to the existing system with the Authority Engineer and WTMUA Water Superintendent. The contractor shall not operate any valves in the existing water system. WTMUA personnel shall do all valve closures with authorization from the Water Superintendent. In the event a contractor proceeds with valve closures independently, a stop work order will be issued, mandating immediate stoppage of all work on the water distribution system. If a stop work order is issued, no work on the system will be permitted until a release from the stop work order is granted by the Authority at a regularly schedule WTMUA meeting.

### **7.9 Stop Work Order**

A Stop Work Order may be issued at any time a developer is performing work contrary to the approved permits or without the necessary permits. A copy of the Stop Work Order shall be issued by the Executive Director with copies sent to the Authority Solicitor and Authority Engineer, who shall ensure that no work on the system is performed from that point forward.

#### **7.9.3 Release of Stop Work Order**

The Executive Director may issue a written release of a Stop Work Order at such time that the Authority Board deems appropriate.

### **7.10 Escrow Funds**

At the conclusion of the project, any unused escrow funds will be returned to the developer in accordance with current applicable N.J.S.A. standards. The Authority will issue a letter notifying the applicant of project completion.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7A – SEWER MAIN EXTENSIONS

### **7A.1 General Requirements**

Residential subdivisions of four (4) or more building lots, or any residential structure to be occupied by three or more families, and all non-residential developments will be required to install a sanitary sewer system to be connected with the closest existing sewer main in Washington Township. Non-residential developments include schools, commercial buildings or complexes, industrial building and complexes, and other structures not intended for human habitation. For commercial and/or industrial enterprises, the sanitary system shall be privately owned and maintained.

#### **7A.1.1 Waivers**

Under exceptional circumstances, as determined by the Authority, a waiver from the requirement to connect to the sanitary sewer system may be granted. Exceptional circumstances may include but not necessarily be limited to a determination by the Authority that the subject property is too distant from the closest element of the existing sanitary sewer system for extension of the system to be practicable. Under those circumstances consideration will be given to construction of a treatment plant, expansion of existing facilities, construction of a “dry” sanitary sewer system for future use, and/or individual subsurface wastewater disposal systems. Individual subsurface disposal systems will only be permitted upon specific written approval by the Authority.

#### **7A.1.2 Ownership of Facilities**

At the option of the Authority, ownership of any sewer main extensions or other facilities installed under the provisions of this section shall be transferred to the Authority as hereinafter described.

#### **7A.1.3 Use of Facilities during Construction**

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.

#### **7A.1.4 Prohibited Discharges**

The National Standard Plumbing Code prohibits the discharge of sump pumps or discharge from cellar drains, leaders, downspouts, drainage tile, swimming pools, and developer’s cellar pits into the sanitary sewer system. Violators will be surcharged as per Schedule 5.

#### **7A1.5 Permanent Auxiliary Power**

Permanent auxiliary power generators shall be made part of any motor driven equipment requiring electric motors. The power generator shall be in proper housing of a type and/or design approved by the Authority Engineer. The generator shall comply with all applicable provisions of Subsection 11.5 of the Washington Township Municipal Utilities Authority Rules and Regulations.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7A (Continued)

### **7A.2 Applications and Fees**

Persons proposing subdivisions and site plans requiring a sewer main extension shall prepare applications described in this section with the necessary supporting documents. The policy of the Authority is to permit sewer main extensions only when paid for and constructed by the applicant. No facilities for wastewater collection or conveyance within the “district” of the Authority (which corresponds to the municipal boundaries of Washington Township) shall be constructed unless the Authority has granted its consent and the Authority Engineer has approved the plans and specifications therefore.

A sequence of applications for sewer main extensions is required for the Authority’s determination of needs, availability of service, effect of proposed extension, and inspection of installed sewer mains and appurtenances. Application forms can be obtained directly from the Authority. The sequence of applications, forms, supporting data, and fees, and the Authority action that results in acceptable sewer main extensions are described hereinafter. A proposed sewer main extension must be designed by a Professional Engineer licensed to practice in the State of New Jersey, and all plans and reports must be signed and sealed in accordance with applicable laws, rules, and regulations. Each application shall be submitted in duplicate with the designated fees to the Authority not less than 10 days prior to the Authority meeting at which action of the application is desired.

#### **7A2.1 Signatures**

Applications shall be signed by the owner(s), by a proper official of the company, or by an authorized agent of the company. If signed by an agent, a certified copy of agent authorization by the company shall be attached to the application.

#### **7A2.2 Application and Escrow Fees**

All fees accompanying applications shall be paid by certified check or other draft at the option of the Authority. Escrow fees are for professional reviews, inspections, and the final review of the utility as-builts, including the certification of work prior to paving operations. Fees for escrow shall be paid at each level of application submission. Outstanding balances will be refunded as per statute.

#### **7A2.3 Connection Fees**

It is the policy of the Authority to charge connection fees for connection to its sanitary sewer system pursuant to N.J.S.A. 40:14B-22. An offset to the connection fee may be considered by the Authority for user-installed wastewater collection/conveyance facilities in excess of the users needs. The amount offset shall not exceed 80% of the estimated cost of the additional facilities based upon the standard unit prices approved by the Authority.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7A (Continued)

Connection fees at prevailing rates shall be payable subsequent to the Authority's approval of a Form C application and prior to commencement of construction. If a project is developed in sections, the connection fees shall be based upon the prevailing rates at the time said fees are paid. Copies of sewer permits issued by the Gloucester County Utilities Authority (GCUA) will be required for WTMUA sewer permits to be issued.

### **7A.3 Application for Feasibility – Form A**

#### **7A3.1 Purpose of Form A Application**

An application describing the proposed development shall be submitted to the Authority with supporting data to determine the economic and technical feasibility of extending sanitary sewer facilities to serve the proposed development. The Authority may defer or waive certain elements of the supporting data at its discretion where the cost of data preparation is not commensurate with the development planning and approvals.

#### **7A3.2 Duration of Approval**

Form A approval is valid for a period of two (2) years from the date of approval and will expire upon completion of that time period.

#### **7A3.3 Forms and Supporting Data**

In support of a completed Form A application, the applicant shall provide a general location plan showing the location of the subject property identified by Tax Map lot and block number. The location plan shall also indicate the locations of existing sanitary sewer mains in the vicinity of the project site, public streets and roads, and streams as well as a general proposed system outline and route of construction. In addition, the application shall provide an estimate of the wastewater flow volumes of the proposed project in accordance with current NJDEP standards.

#### **7A3.4 Fees**

Fees shall be submitted with the Form A application in the amount indicated on the application form and/or pursuant to applicable Authority resolutions.

#### **7A3.5 Action by the Authority**

The Authority and Authority Engineer will evaluate the application and supporting data and issue an approval or disapproval of the feasibility of providing public sanitary sewer collection facilities for the proposed project. The Authority will forward a copy of the approval/disapproval to the Washington Township Planning Board for its use.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7A (Continued)

If the Authority determines extension of the sanitary sewer system to serve the project is feasible, the applicant will receive written notification thereof along with written recommendations and conditions as deemed appropriate by the Authority. The written notification will include a completed Form A-1. In addition, the Authority will provide the applicant with the necessary forms for Form B or Form B-1 application, "Application for Preliminary Review of Plans for Public Sewer and/or Water" for the applicant's use.

If the Authority determines that the proposed development is too remote from the existing sanitary sewer system to render extension practicable, or contains three or less building lots, or there are other circumstances particular to a given application that render extension non-feasible, the Authority may disapprove the Form A application and instead grant a Form F approval. Form F approval will authorize the developer to seek approval from the Gloucester County Department of Health to install individual subsurface wastewater disposal systems for the proposed development.

### **7A.4 Application for Preliminary Approval: Form B or Form B-1**

#### **7A.4.1 Purpose of Application**

An application and supporting data specifying engineering details of the proposed project will be evaluated for compliance with Authority engineering standards, including provisions for orderly growth.

#### **7A.4.2 Duration of Approval**

Form B/B-1 approval is valid for a period of two (2) years from the date of approval and will expire upon completion of that time period.

#### **7A.4.3 Forms and Supporting Data**

Either of the following forms must be completed and submitted to request approval of plans for the proposed development project.

FORM B: "APPLICATION FOR PRELIMINARY APPROVAL OF PLANS FOR PUBLIC SEWER AND/OR WATER: MAJOR SUBDIVISIONS, PUD, AND/OR CONDOMINIUM COMPLEXES."

FORM B-1: "APPLICATION FOR PRELIMINARY APPROVAL OF PLANS FOR PUBLIC SEWER AND/OR WATER: APARTMENTS, COMMERCIAL, INDUSTRIAL."

One full set of plans and three (3) sets of utility plans and details shall accompany the application. In addition, three (3) copies of an Engineer's Report as described in Section 11 shall be submitted.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7A (Continued)

### **7A.4.4 Fees**

Fees shall be submitted with the Form B/B-1 application in the amount indicated on the application form and/or pursuant to applicable Authority resolutions. In the event the costs of review exceed the amount deposited in escrow, the applicant shall pay the additional costs prior to final approval by the Authority.

### **7A.4.5 Action by the Authority**

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

When the Authority has approved the plans it will adopt a resolution authorizing submittal of plans to the NJDEP for the applicable State permit. The Authority does not, by granting Form B approval, guarantee or imply approval by NJDEP or any other agency having jurisdiction.

Upon notification by the Authority that approval has been given to the proposed project and necessary permits have been received from the NJDEP, the applicant may file an application or series of applications for construction approval (See Subsection 7A.5) within a period not to exceed two (2) years from the date of approval by the Authority or from the date of issuance of applicable NJDEP permits, whichever is later. The applicant may request an extension of the approval of up to one year from the date of expiration. A maximum of three (3) extensions may be requested.

## **7A.5 Application for Construction Approval: Form C**

### **7A.5.1 Purpose of Application**

For a period following Form B/B-1 approval not to exceed two (2) years' duration, the applicant may apply for construction approval. This application may be submitted as a sequence of applications as each segment of the overall approved project is scheduled for construction. This application provides a control on the extent and schedule of planned water distribution facilities installation and establishes a schedule for Authority inspection of completed installations.

### **7A.5.2 Duration of Approval**

Form C approval is valid for a period of two (2) years from the date of approval and will expire upon completion of that time period.

### **7A.5.3 Forms and Supporting Data**

The following form must be completed and submitted to request approval to construct the proposed project.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7A (Continued)

### FORM C: APPLICATION FOR CONSTRUCTION OF PUBLIC SEWER AND WATER SYSTEM

Four (4) full sets of plans and details shall accompany the application. The plans shall indicate the block and lots numbers for all lots as approved by the Tax Assessor. Four (4) copies of the technical specifications are also to be provided.

Where the plans of final sections submitted for Form C approval are identical to those granted Form B approval by the Authority and approved by NJDEP, the design engineer shall provide a written statement attesting to that fact. Where the plans of final sections that are being submitted for authorization to construct are not identical to those approved by the Authority and NJDEP, the engineer shall submit a letter explaining in detail each revision with basis and justification for the respective revision.

#### 7.A.5.3.1 Other Data

In addition to the items described above, the applicant shall submit the data enumerated below for review and/or approval:

1. A list of tax lot and block numbers cross-indexed with street addresses.
2. A copy of the Treatment Works Approval (TWA) received from NJDEP.
3. Legal descriptions of all easements must be reviewed and approved by the Authority Engineer. Easement agreement documents, prepared by the Authority Solicitor and based on approved legal descriptions, shall be submitted to the applicant for signature prior to recording by the Authority Solicitor.
4. Bonding estimates shall be provided for the proposed sanitary sewer system improvements. The estimates shall be based upon the current Authority-approved unit prices.
5. If the proposed sewer main would cross any existing utilities owned and operated by other public utility companies, the applicant must secure any required approvals from those companies. Documentation of those approvals shall be provided to the Authority.
6. If the proposed sewer main would cross and/or encroach upon any streams, waterways, freshwater wetlands or transition areas, or other open waters, the applicant shall obtain all permits as required by the NJDEP. Documentation of those approvals shall be provided to the Authority.
7. Developer shall be required to repair any utility road crossing trenches after a one-year period. Authority Engineer shall inspect any trenches for settlement, and determine the extent of trench restoration at the one-year anniversary. The Developer shall obligate him or herself to restore any settled trenches prior to release of the maintenance guarantee.



# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7A (Continued)

Permits to construct sewer mains and/or related appurtenances within the public rights-of-way of State, County, municipal roads and highways, and/or railroads and any other related permits must be secured by and paid for by the applicant prior to commencement of construction. Documentation of those approvals shall be provided to the Authority.

### **7A.5.3.2 Performance Bond or Surety Documents**

A performance bond or surety documents in form satisfactory to the Authority and reviewed and recommended for approval by the Authority Solicitor and Authority Engineer shall be submitted to the Authority prior to Authority approval of the application. The bond or letter of credit shall be in the amount of 120 percent of the total estimated construction costs as verified by the Authority Engineer. The bond or letter of credit shall guarantee complete construction in accordance with the final plans and specifications approved by the Authority and the NJDEP. The bond acceptance letter shall be included in the data package. Cash, checks, certified checks, or money orders will be acceptable to be deposited in an escrow account. Both the Authority Engineer and Solicitor must approve this bond at least 10 days prior to scheduling a pre-construction meeting.

The bond or surety documents shall remain in effect until the sanitary sewer system and related appurtenances are installed, tested, and protected by an adequate layer of flexible bituminous paving or approved equivalent. At that time, and subject to the recommendations and approval of the Authority Engineer, the amount of the bond or surety shall then be reduced using whichever of the following methods allows the Authority to retain the greatest percentage of the guarantee to ensure completion and acceptability of all improvements: (1) reduced to 30% of the original amount bonded; or (2) reduced by the amount attributable to each approved improvement in accordance with the itemized cost estimate originally attached to the performance guarantee, including any contingency factor applied to the cost of installation. The performance bond shall not indicate an expiration date.

Upon legal acceptance of the system by the Authority, the balance of the performance bond or surety documents will be released upon receipt of a 2-year maintenance bond in the amount of 15 percent of the original construction costs.

The Developer shall continue to be completely responsible for each section of the system until it is legally accepted by Authority resolution. A section is typically legally accepted after the completion of final road surfacing, when the sewer and water systems receive final inspection and approval from the Authority Engineer. All easements must be finalized by the Solicitor and recorded. An easement letter shall be included in the data package.

### **7A.5.3.3 Fees**

Fees shall be submitted with the Form C application in the amount indicated on the application form and/or pursuant to applicable Authority resolutions.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7A (Continued)

In the event the costs of legal services, Authority Engineer and clerical services, inspection, as-built map review exceeds the amount deposited in escrow, the applicant shall pay the additional costs prior to Form D Application.

### **7A.5.3.4 Action by the Authority**

Upon approval of the application, the Authority shall grant approval of construction for the project to the extent requested. The Authority will issue a Form C-1 to the Owner/Developer. The Form C-1 will note all exceptions and conditions of the Form C approval. A pre-construction conference will be authorized with the issuance of the Form C-1 report.

### **7A.6 Application for Acceptance: Form D**

#### **7A.6.1 Purpose of Application**

Upon satisfactory completion of construction, inspection and testing, 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 of the system, whether it is in whole or in part as issued by the Authority. Until such written acceptance is issued by the Authority, the ownership, maintenance and operation shall remain the responsibility of the applicant.

#### **7A.6.2 Forms and Supporting Data**

The following form must be completed and submitted to request acceptance of the completed sanitary sewer system.

#### **FORM D: TITLE TRANSFER, PUBLIC SEWER AND WATER SYSTEMS**

When the Authority Engineer and Superintendent have determined that the project is completed and ready for legal acceptance by the Authority, they will submit a letter of certification that it has been built in accordance with the plans and specifications as approved by the Authority. The applicant will then be notified to submit the following data:

- a) All necessary documents approved by the Authority that will permit the dedication of all necessary property and easements that are an inherent and necessary part of the completed project.
- b) Proof of payment of all fees and charges required by the Rules and Regulations up to and including this application.

## WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### SECTION 7A (Continued)

- c) Proof of release of liens from all contractors, subcontractors and material suppliers.
- d) Proof that the contractors have submitted all construction “as-built” drawings as described below.
- e) A maintenance bond in the amount of 15 percent of the construction costs for a 2-year time period.

#### 7A.6.3 As-built Plans

The DEVELOPER will be required to prepare and submit contractor’s as-builts of all constructed improvements for any sewer main extension. Contractor’s As-built Plans shall be 8 ½” x 11” in size unless approved otherwise by the Authority. Sewer Main as-builts should include manholes, force mains, air reliefs, sewer mains, laterals, risers, cleanouts, pump stations, generators, fencing, etc. The contractor’s as-builts shall be submitted to and approved by the Authority Engineer at the time of pressure testing and lamping of the completed systems.

The DEVELOPER’S Engineer shall be responsible to perform an As-built Survey of the project and submit five (5) paper copies signed and sealed by a New Jersey Licensed Professional Land Surveyor along with a electronic copy in AutoCad format (Version 2000, Release 2 or newer) of the final development showing the sewer main infrastructure, and the on-site and off-site utilities serving the project. The as-built shall include the location of all data stated above and depict the final utilities constructed as a result of field changes and as-built measurements.

The contractor’s as-builts shall be submitted to and approved by the Authority Superintendent at the time of pressure testing and lamping of the completed system.

The DEVELOPER’S Engineer shall be responsible for the surveying and as-built mapping of the new infrastructure, including gravity and force mains, fittings, manholes, cleanouts, pump stations, wet wells, generators, fencing, etc.

The map shall indicate the design data, along with the highlighted as-built data, for comparison. The as-built data shall describe the actual pipe slopes and manhole depths, including drop manhole data

The DEVELOPER will be required to acquire approvals from the AUTHORITY ENGINEER and SUPERINTENDENT, regarding the as-built information of the sewer main system, prior to the Township Engineer permitting the placement of the stabilized base course and final surface course of bituminous paving.

## WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### SECTION 7A (Continued)

Approval to place stabilized base paving shall not be considered until the following tests are reviewed and accepted by the Authority Engineer:

- Pressure testing of gravity and force mains
- Lamping of gravity mains
- As-built survey of location and slope of mains

The gravity mains shall require mandrell testing if the lamping test shows unfavorable conditions, such as an egg-shape pipe alignment, sags, etc. The lamping test must be witnessed by the Authority Engineer's inspector. A pipe slope that is less than 0.30% shall constitute a rejection and disallowance of base paving.

The AUTHORITY ENGINEER will render an opinion to the Township Engineer as to the sewer main improvements in accordance with the rules and regulations.

The Township Engineer shall not permit stabilized base course paving until the AUTHORITY ENGINEER submits a written acceptance letter of the as-built map, indicating acceptable pipe slope data, pressure testing, lamping, etc.

In no way shall any DEVELOPER be permitted to place any paving section atop the new sewer main system nor operate the system prior to the AUTHORITY ENGINEER reviewing and approving the as-built survey and mapping. The existence of road pavement and occupancy of dwellings or other buildings shall not relieve the applicant of any responsibility for correction of any facilities constructed in a manner inconsistent with the approved plans.

#### **G.I.S. Based As-built Requirements:**

In addition to AutoCad Mapping, the DEVELOPER'S Engineer shall be required to submit the as-built data information in the following format for the inclusion into the Authority's GIS Water & Sewer Map System:

- All mapping shall be performed in ArcView Format, Release 3.2 or newer.
- All ArcView shapefiles and attributes shall meet Authority's standard format, which is dictated by the NJDEP standards.
- All mapping shall be formatted on NJ State Plane Coordinates NAD 83, and NAVD 88 Vertical Datum.
- All mapping and attribute information must be in strict accordance to accuracy standards required by the N.J. Department of Environmental Protection Geographic Information System for "Mapping and Digital Data Standards".

In accordance with NJAC 7:1D, a map identifying the newly installed utility system including sources, treatment, collection, distribution and storage facilities, and the service area shall be provided. The mapped water and sewer service area shall clearly delineate the boundary of the geographical area served by the newly installed system(s).

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7A (Continued)

Mapping shall be in the form of digital Geographic Information Systems (GIS) data, at a scale of 1:12,000. Digital mapping shall conform to the “New Jersey Department of Environmental Protection - Mapping the Present to Protect New Jersey’s Future: Mapping and Digital Data Standards,” in N.J.A.C. 7:1D, Appendix A. Guidance related to the mapping and digital area standards is available at the Department’s website at <http://www.state.nj.us/dep/gis>. The Department will provide its GIS theme coverages, associated metadata and digital data transfer standards, as established at N.J.A.C. 7:1D, Appendix A, at the request of the developer.

The developer shall be required to perform the as-built survey and autocad work, however, should the DEVELOPER request the Authority to perform these GIS arc-view based as-builts, the DEVELOPER must submit a letter requesting the Authority Engineer to perform the services. Consequently, the DEVELOPER’S escrow will be charged according to the DEVELOPER’S ESCROW AGREEMENT.

Developer’s Authorization:

Prior to the authority engineer performing any service, both the Authority and developer shall establish a scope of work with budgetary amounts of GIS mapping service, thus requiring agreement to such work and posting of proper escrows. No GIS as-built mapping shall be performed by the Authority Engineer unless the developer gives a written authorization with acceptance of budgetary amounts.

### **7A.6.4 Fees**

Fees shall be submitted with the Form D application in the amount indicated on the application form and/or pursuant to applicable Authority resolutions. In the event the costs of review exceed the amount deposited in escrow, the applicant shall pay the additional costs prior to final approval by the Authority.

### **7A.6.5 Action by the Authority**

Upon receipt of all required data from the applicant,

- a) The Authority Engineer will prepare the final 24” x 36” as-built plans for the Authority record. The cost of preparation of the final as-built plans will be charged to the escrow account for the project.
- b) The Authority Board shall consider adopting a resolution legally accepting the facilities.
- c) The Authority will release the performance bond upon receipt and acceptance of the maintenance bond.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 7A (Continued)

- d) The Authority Superintendent will accept operation and maintenance responsibilities of the completed system.
- e) The Authority will issue a Form D-1 prior to action on the Form D application. The Form D-1 will summarize the exceptions found in the inspection and authorize acceptance or rejection of transfer of the system.

House connections are under the jurisdiction of the Township Plumbing Subcode Official. Written certification from the Subcode Official verifying that the house connection to the collection system has been constructed in compliance with the National Standard Plumbing Code will be required before the Authority will provide accept the discharge of wastewater into its mains.

### **7A.7 Application for Connection Waiver: Form F**

A Form F will be generated by the Authority to authorize an applicant to seek approval for the installation of an individual subsurface wastewater disposal system when it has been determined that connection to the sanitary sewer system is not feasible.

### **7A.8 Stop Work Order**

A Stop Work Order may be issued at any time a developer is performing work contrary to the approved permits or without the necessary permits. A copy of the Stop Work Order shall be issued by the Executive Director with copies sent to the Authority Solicitor and Authority Engineer, who shall ensure that no work on the system is performed from that point forward.

#### **7A.8.1 Release of Stop Work Order**

The Executive Director may issue a written release of a Stop Work Order at such time that the Authority Board deems appropriate.

### **7A.9 Escrow Funds**

At the conclusion of the project, any unused escrow funds will be returned to the developer in accordance with current applicable N.J.S.A. standards. The Authority will issue a letter notifying the applicant of project completion.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 8 - CONNECTIONS AND SERVICE LINES: WATER

### 8.1 Authority Service Line

New connections, as approved by the Authority, to the existing water mains, shall be at the sole expense of the applicant, including tappings, fittings, pipe, labor and related materials. In addition, it shall be the responsibility of the applicant to obtain the necessary permits and to restore the sidewalk and/or street paving. The applicant shall pay a connection charge for each connection as stated under these Rules and Regulations. Upon inspection and approval of the installation by a representative of the Authority and the Township Plumbing Inspector, the new connection and lateral from the main, to and including the curb stop and water box, shall become the property of the Authority and shall be maintained by them. The Customer shall be held responsible for all service to the lateral from the curb stop to the customer's building.

### 8.2 Size and Kind of Service Line

The Authority reserves the right to determine the size and kind of service line from the main to the curb stop, and from the curb stop and meter pit to the property to be serviced. The curb stop or meter box shall be placed inside the curb line. Type K copper, flared or compression, underground-type, shall be used throughout for services up to and including three inches in diameter. For larger services, ductile iron-cement line pipe meeting A.W.W.A. standards for Class 52 water pipe shall be used. The pipe from the curb stop, or meter pit, to the property shall be laid in a straight line at right angles to the curb line, within the building limits of the structure to be served, and shall be at least 42" below the surface of the ground, when final grading of the property has been completed.

### 8.3 Separate Trench

No service pipe shall be laid in the same trench with gas pipe, drain sewer pipe, or any other facility of any public service company, nor within three feet of any open excavation, vault, cesspool or septic tank; nor shall the location be in conflict with any sidewalk or driveway. All services shall comply with the Rules and Regulations of the Department of Environmental Protection, latest revision.

### 8.4 Maintenance by Customer

In situations where a pit is installed the homeowner shall be responsible from the discharge side of the meter up to and including the dwelling as shown on the standard detail. All connections, service lines and fixtures furnished by the applicant shall be maintained by the customer in good order, and all valves, meters and appliances furnished and owned by the Authority, and on the property of the customer, shall be protected properly and cared for by the customer. The customer's service is all of the line from the curb stop to the house. All leaks in the service and any other pipe and any fixture in or upon the premises must be repaired within seven (7) days by the owner or

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 8 (Continued)

occupant of the premises. The customer shall be responsible for notifying the Authority of the party engaged by said customer to do any maintenance work on the customer's service line, prior to work being commenced, and said party shall not backfill any trench until the work has been inspected and approved by the Authority's representative. Any work not acceptable shall be immediately removed and replaced by work that is acceptable.

The MUA shall be responsible from the main to the discharge side of the meter along with the meter pit and lid.

### **8.5 Authority Not Responsible**

The Authority shall in no event be responsible for maintaining any portion of the service line owned by the customer, or for damage done by water escaping therefrom; or from lines or fixtures on the customer's property; and the customer shall at all times comply with applicable regulations with respect thereto, and make changes therein, required by reason of change of grade, relocation of mains or otherwise.

### **8.6 Renewal of Service Lines**

Where the renewal of the service line from the main to the curb stop, or meter pit, is found necessary, the Authority will renew the service in the same locations as previously used. If the property owner, or customer, for his own convenience, desires the new service line at some other location, and agrees to pay all expenses of such location as previously used, and cutting off and disconnection the old service line, the Authority will lay the new service line at the location desired.

### **8.7 Property Supplied by Single Service Line**

A service line from the curb stop or meter pit, to a property shall not supply more than one property, as generally described and classified below; but any such property, upon proper application of the owner, may be supplied by two or more meters, each of which, for billing purposes, shall be considered as being one customer account, and provided that the supply to each meter has an individual control at or near the curb:

- a) A dwelling house; either detached or one side of a double house, or a house in a row of houses; provided that a garage, a conservatory and similar structures accessory to the life of one family shall be considered as a portion of the dwelling.
- b) An industrial, or commercial, or manufacturing establishment.



**WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

**SECTION 8 (Continued)**

- c) A building separated from adjacent buildings by a partywall or partywalls, and comprising apartments or stores or offices, or any combination.
- d) A detached building comprising apartments or stores or offices, or any combination thereof.

**8.8 Single Service Line With Two or More Customers**

Where two or more customers are now supplied through a single service line and any violation of the rules of the Authority occurs with respect to either or any of said customers, it shall be deemed a violation as to all, and unless said violation is corrected after reasonable notice, the Authority may take such action as can be taken for a single customer, except that such action will not be taken until a customer who has not violated the Authority's rules has been given a reasonable opportunity to attach his pipe to a separately controlled service connection.

**8.9 Sprinkling Systems**

- 8.9.1** No request for permission to tap into the Authority water distribution system for purposes of installing a sprinkler system will be reviewed by the Authority until the applicant submits a street opening permit on Township, County or State owned streets or a written permission from the builder on privately owned streets not yet acquired by the municipal government.

**Technical Requirements**

- a) Meter with encoded register shall be as manufactured by Neptune or its equivalent.
- b) Sprinkler system shall be check valved. □
- c) Taps into AC Pipe shall require saddle.
- d) The Authority Superintendent prior to backfilling shall inspect main tap.
- e) All taps shall be made during the regular business hours of the Authority.
- f) An automatic rain sensor shut off device must be installed on all systems.

**8.10 Backflow Prevention**

1. Purpose

No installation of potable water supply piping or part thereof shall be made in such a manner that it will be possible for used, unclean, polluted, or contaminated water, mixtures or substances to enter any portion of the distribution system.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 8 (Continued)

### 2. Requirements

Backflow Prevention Device Assemblies for protecting the WTMUA water system shall be installed at the service connection to premises where an approved Airgap does not exist and:

- a) There is an auxiliary water supply, which is, or can be connected to the potable water piping. A cross connection permit is required by NJDEPE for connection of an auxiliary supply.
- b) There is piping for conveying liquids other than potable water, and where that piping is under pressure and is installed and operated in a manner which could cause a cross connection.
- c) There is intricate plumbing, which makes it impractical to ascertain whether a cross connection exists.
- d) There is back-siphonage potential.
- e) Cross connections or potential cross-connections, exist.

### 3. Type of Backflow Prevention

The type of backflow prevention required shall be commensurate with the degree of hazard, which exists:

- a) An approved double check valve assembly shall be installed where the substance, which could backflow, is objectionable but does not pose an unreasonable risk to health. An approved double check valve assembly shall be the minimum protection for fire sprinkler systems that do not involve auxiliary pumps. If auxiliary pumps are installed a reduced pressure back-flow preventer must be utilized.
- b) All Backflow prevention device assemblies required shall be of a type and model approved by the WTMUA.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 9 - CONNECTIONS AND SERVICE LINES: SEWER

### 9.1 Authority Service Line

New connections to existing sewer mains will be at the expense of the owner and shall include inspection riser installation, tapping, fitting, pipe, labor and related materials. Owner will be fully responsible for street excavation, restoration (including necessary permits) and the complete cost thereof.

Upon inspection and approval of the system, the vertical inspection riser with tyler tee and the lateral from the tyler tee to the main shall become the property of the Authority, who will be responsible for the maintenance and operation of this part of the lateral system. The lateral from the connection at the tyler tee to the building will be the property of the owner who shall have the full responsibility of the maintenance and operation of this part of the lateral. The ten-foot section of the lateral system that connects the vertical inspection riser to the owner's lateral (specified in paragraph 9.2 below) shall become part of the owner's lateral.

### 9.2 Size and Kind of Service Lateral

The Authority reserves the right to determine the size and kind of service lateral from the main to and including the inspection riser on all new installations. This lateral shall be constructed of PVC (SDR - 35) (See 11.4 for material standards). The balance of the lateral beyond the ten foot section described in Section 9.1 toward the building shall be in conformance with the National Standard Plumbing Code, latest revision, and shall be under the jurisdiction of the Township Plumbing Inspector. The service lateral shall be in a straight line from the building to a point of connection at the inspection riser and, where possible, shall be at least 4' below the surface of the ground when final grading of the property is completed. Any construction not approved shall immediately be removed and reconstructed in an approved manner.

#### 9.2.1 Vertical Inspection Riser (Refer to detail sheet in Appendix III)

Riser shall be placed within 2' of the curb line or typically 17' from the center line of street if no curbing exists. Riser and tee shall be of PVC (SDR-35). The riser shall contain no more than one (1) section of pipe and the brass plug shall be located on grade. The lateral shall be extended ten feet beyond the riser toward the building and be of the same material as that used between the riser and the main as shown on the Authority's approved detail.

#### 9.2.2 Deep Cut Lateral Connection (Refer to detail sheet in Appendix III)

This detail shall be used for installation of the lateral service connections when the main in the street is installed at a depth of over 10' measured to the invert of the main from the street centerline finished grade or the top of curb elevation, whichever is lower. This detail shall be used in conjunction with the Vertical Inspection Riser detail described in Section 9.2.1.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 9 (Continued)

### 9.3 Separate Trench

No service lateral shall be laid in the same trench with any gas pipe, water service, or any other facility of any public service company, nor within three feet of any open excavation, vault, meter pit; nor shall the location be in conflict with any sidewalk or driveway. All services shall comply with the Rules and Regulations of the State Department of Environmental Protection, latest revision.

### 9.4 Elevation of Sanitary Fixtures

Under no circumstances shall any new sanitary fixtures be installed in a building at an elevation lower than the front curb elevation or street centerline elevation whichever is higher unless special precautions are incorporated into the new fixture installation to prevent surcharging of the new fixture from the sanitary sewer main because of high flows or a blockage. Prior to installation of any fixture which may be lower than the elevation heretofore specified, the owner shall obtain the approval of the Township Plumbing Inspector on the type of precautions that will be taken to eliminate the potential flooding of premises with sewage. In the event a fixture is found to be installed at any point lower than heretofore specified, the Authority may revoke the sewer connection permit or discontinue service until the fixture is removed or positive control measures such as a properly maintained check valve are instituted to eliminate any potential surcharging of the building with sewage. The approved installation details for Inspection Riser and Deep Cut Lateral Connection indicate maximum depth of sanitary lateral at the curblines of 6'0" and the elevation of the building should be set accordingly to obtain proper slope for flow.

### 9.5 Maintenance by Owner

All connection, service laterals, sewer vents, check valves and fixtures furnished by the owner, shall be maintained by him in good order, and all piping and connections furnished and owned by the Authority and on the property of the owner, shall be protected properly and cared for by the owner. All leaks in the service lateral or any other pipe or fixture in or upon the premises served must be repaired immediately by the owner or occupant of the premises. The owner shall be responsible for notifying the Authority of the party engaged by said owner to do any maintenance work in the owner's service lateral, prior to work being commenced, and said party shall not backfill any trench until the work has been inspected and approved by the Authority's representative. Any work not acceptable shall be immediately removed and replaced by work, which is acceptable.

### 9.6 Authority Not Responsible

The Authority shall in no way be responsible for maintaining any portion of the service lateral owned by the owner, or for damage done by sewage escaping therefrom; or for lines or fixtures on the owner's property; and the owner shall at all times comply with applicable municipal regulations with respect thereto, and make changes therein, required by reason of changes of grade, relocation of mains or otherwise.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 9 (Continued)

### 9.7 Renewal of Service Lateral

Where the renewal of the service lateral from the main to the curb is found necessary, the Authority will renew the service in the location as previously used. If the property owner or customer, for his own convenience, desires the new service lateral at some other location, and agrees to pay all expenses of such relocation in excess of the cost of laying the service lateral in the same location as previously used, and cutting and disconnecting the old service lateral, the Authority will lay the new service lateral at the location desired.

### 9.8 Prohibited Connections

The following are prohibited connections into the sanitary sewers, either directly or indirectly:

- a) Foundation underdrains, sump pumps
- b) Area drains or yard drains
- c) Backwash or drain water from swimming pools
- d) Rain conductor or downspouts
- e) Drains from air conditioning and refrigeration equipment
- f) Drains from storm water inlets or catch basins
- g) Drains from pieces of equipment or manufacturing processes
- h) Floor drains required by plumbing code must have approved check valve(s) installed

Violators will be subject to the surcharge in a Resolution of appropriate charges. Surcharges will become effective subsequent to thirty (30) days written notice of infraction, if infraction is not corrected.

The Authority will review commercial and industrial plans to determine whether any exceptions to these requirements are warranted due to unique conditions.

### 9.9 Special Connections

Service laterals to public buildings, churches, apartment houses, commercial establishments, and industrial establishments, shall be installed to conform to detailed plans and specifications approved by the Authority Engineer.

### 9.10 Special Precautions in Wet Ground

Where ground water is normally above the invert elevation of the service lateral, "Tyton" joints, or approved equal, or otherwise cast iron soil pipe, with properly caulked lead joints, shall be used in construction of service laterals. Where the trench bottom is soft and yielding, the Authority Engineer reserves the right to require that the service be laid in partial or total concrete encasement. Junctions of two different types of pipe, may, at the option of the Authority Engineer, be required to be encased in concrete of mix determined by the Authority Engineer.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 9 (Continued)

### **9.11 Property Served by Single Service Lateral**

A service lateral from the curb, or the main in a right-of-way to a property, shall not serve more than one property; but any such property, upon proper application by the owner may be served by two or more service laterals, each of which, for billing purposes, shall be considered as being one customer account.

### **9.12 Single Service Lateral with Two or More Customers**

Where two or more customers are now served through a single service lateral, violation of the rules of the Authority, with respect to either or any of said customers, shall be deemed a violation as to all, and unless said violation is corrected after reasonable notice, the Authority may take such action as may be taken for a single customer, except that such action will not be taken until a customer who has not violated the Authority's rules has been given a reasonable opportunity to connect his pipe to a separately controlled service lateral.

### **9.13 Policy on Blockages**

Vertical inspection risers with a tyler tee are the property of the Authority. The riser and lateral between riser and main shall be the responsibility of the Authority. Curb vents with traps are the property of the owner who shall have the responsibility for its repair, operation and maintenance.

**9.13.1** Property where neither inspection riser with tyler tee nor curb vent with trap exists: The owner shall have the responsibility of operation and maintenance of the lateral between the building and the main.

**9.13.2** Property with vertical inspection riser with tyler tee: When notified of a blockage by the owner, the Authority will inspect the riser and take any action that is necessary to assure that the lateral between the riser and main is clear.

#### **9.13.3 Properties with Curb Vents with Traps**

**9.13.3.1** On properties where there is a curb vent with trap but no inspection riser with tyler tee, the Authority will be responsible for the lateral between the main and the curb line.

**9.13.3.2** As a public service, the Authority, upon the owner's request, will plunge the curb vent on his initial request. If the blockage remains, the Authority's delegate will determine to the best of his judgment the location of the blockage. If it is judged that the blockage is between the curb line and the main, the Authority will take whatever action is necessary to clear and repair the line.

**9.13.3.3** As a public service, the Authority, upon the owner's request, will plunge the curb vent on his initial request. If the blockage remains, the Authority's delegate will determine to the best of his judgment the location of the blockage. If it is judged that the blockage is between the curb line and the main, the Authority will take whatever action is necessary to clear and repair the line.

## WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### SECTION 9 (Continued)

**9.13.3.4** If the owner requests, in writing, that the Authority open the street to clear a blockage and the result of the excavation clearly indicates that the blockage is in the owner's service lateral or caused by foreign objects that have come from the owner's lateral, the owner shall be charged the full cost of excavation and service.

#### **9.13.4 Emergency Cleaning Assistance**

The Authority will provide emergency cleaning assistance should a sewer main blockage cause sewer effluent to backup into a customer's property. The Authority provides this assistance as a goodwill gesture only, and by doing so admits no liability for any damage, which may have been caused. Before work commences, customer will be required to sign a statement indicating their understanding of the above. Customer will be advised of corrective measures, which should be taken to prevent a re-occurrence of the problem. Except in extraordinary circumstances, emergency cleaning assistance will not be provided a second time at the same location or to the same customer.

#### **9.14 Policy on Missing or Damaged Curb Vents**

When the Authority inspection indicates that a sewer cap and/or vent pipe is missing or damaged the customer will be notified that the cap and/or vent pipe must be repaired or replaced within seven days. After that time period, the Authority will not service the lateral.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 10 - WATER METERS

### 10.1 All Water Services Shall be Metered

Each water service from curb stop, or meter pit, to a property shall be metered. The Authority reserves the right to determine the size and location of the meter. All new residential water meters shall be installed in a pit in accordance with WTMUA's standard detail. The pits shall be installed in the grass strip between the curb and the sidewalk. In addition to the pit meter, all water services shall have a curb stop constructed in the grass strip between the curb and the sidewalk to provide system control. No meter can be installed which is larger than the line supplying said meter.

### 10.2 Service Fee

All water meters will be furnished and installed by the Authority upon payment of a service fee equivalent to the cost of the meter, yoke and installation except for sizes over one (1") inch, which will be the responsibility of the contractor to install. This fee is payable at the same time of connection fees. The meter shall be installed under the supervision of the Authority and will remain the property of, and the control of, the Authority and will be accessible.

### 10.3 Location

After the applicant has provided space for the meter, which will be readily accessible and will provide proper protection for the meter, and has had the plumbing arranged to receive the meter at a convenient point approved by the Authority and so positioned as to meter and control the entire supply, the authority will have the meter set. In cases where it is not practical to place the meter within a building, a brick, concrete or other approved meter box or pit, fitted with a suitable and approved type of iron cover, shall be built inside the property line by the customer. The Authority shall approve the size and dimensions of the pit or box, provide adequate access to the meter and permit its ready installation or removal. Meters shall be capable of being read on the outside of the premises being serviced. The water meter shall be accessible to the Authority at all times. Once a year the inside meter shall be read to assure that Authority that the meter is functioning properly. All new meters are to be installed in a pit.

### 10.4 Valves Required

For all inside water meters a wheel handled round way full flow gate valve shall be placed by the customer on the service line directly ahead of the meter, and a stop and waste cock or full flow valve on the outlet side of the meter. No check valve is required. For all meters installed in pits, a meter horn with double valves shall be installed.



# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 10 (Continued)

### **10.5 Responsibility for Damage**

Meters will be maintained by the Authority so far as ordinary wear and tear are concerned; but damage from freezing, hot water, or external causes due to the negligence of the customer, shall be paid for by the customer.

### **10.6 Cost of Reinstallation**

The customer shall pay a charge for the installation or changing of a meter when removed because of damage in any way due to the negligence of the customer. The charges shall be as listed in Schedule 1.

### **10.7 Minimum Charge**

Each meter installed is subjected to a fixed minimum quarterly charge in accordance with the adopted rate schedule, for which certain quantities of water will be furnished without additional charge. Such minimum charge shall be non-abatable for non-users of water, and non-cumulative against subsequent consumption. In the case of fractional period bills, covering less than a quarter, minimum charges and allowance shall be prorated.

### **10.8 Authority to be Notified When Meter Not Working**

The customer shall immediately notify the Authority of injury to or non-working of the meter, as soon as known by the customer.

### **10.9 Registration Conclusive**

The quantity recorded by the meter shall be conclusive on both the customer and the Authority, except when the meter has been found to be registering inaccurately or has ceased to register. In such cases, the quantity may be determined by the average registration of the meter when in proper working order.

### **10.10 Disputed Account**

In the event of a disputed account involving the accuracy of a meter, such meter will be tested upon the request of the customer, in conformity with the provisions of these Rules and Regulations. If when so tested, the meter is found to have an error in registration of four (4%) percent or more, the bills will be increased or decreased correspondingly.

### **10.11 Request Test**

When a meter is removed, after installation, at the request of the customer, for testing, the following regulations shall apply:

The Authority shall, upon written request of a customer, and if he so desires in his presence or that of his authorized representative, make a test of the accuracy of his meter. When a customer desires, either personally or through a representative, to witness the testing of a meter, he may require the meter to be sealed in his presence before removal which

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 10 (Continued)

seal shall not be broken until the test is made in his presence. If the meter so tested shall be found to be accurate within the limits specified in Section 10.10, a fee determined from the appropriate Resolution shall be paid to the Authority by the Customer requiring such test, but if not so found, then the cost thereof shall be borne by the Authority, when making such request, the customer shall agree to the basis of payment herein specified.

A report of such test shall be made to the customer and the Authority shall keep a complete record of such test. The amount of the fee is listed in the appropriate Resolution.

### **10.12 Turn Off Without Authority**

Neither the customer nor any plumber or other persons shall turn the water on or off at any corporation stop, curb stop or meter valve; or disconnect or remove the meter, or permit its disconnection or removal, without the written consent of the Authority.

### **10.13 Tampering with Water Meter**

Where the meter has been inspected and found to have been removed, damaged or tampered; the customer will be notified by letter that a service charge will be required to repair the meter. If the customer refuses entry to the premises, service can be disconnected and an additional fee payable prior to turn-on will be charged to restore the service.

### **10.14 Conservation of Water**

**10.14.1** These measures apply to all new construction or replacement of existing fixtures:

- a) Showerheads shall be designed, manufactured and installed to deliver water at a maximum flow not to exceed 5.0 gallons per minute with varying supply line pressure.
- b) Water closets, either flush tank, flushometer tank or flushometer valve operated, shall be designed, manufactured and installed to be operable and adequately flushed with a maximum flow not exceeding 2.5 gallons per flushing cycle when tested at any one test pressure in accordance with National Standard Plumbing Code Standards.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 11 - ENGINEER'S REPORT

The Engineer's Report, prepared by the Applicant's Engineer, shall contain the following minimum data and shall conform to the format as listed below:

### 11.1 Sewer System

- a) Description of geographic area to be served
- b) Existing and predicted population of areas to be served
- c) Terrain data in sufficient detail to establish general topographic features of the area to be served
- d) Plans and/or statements for site restoration and landscaping
- e) Minimum and maximum grades proposed
- f) Pumping stations required
- g) Intended use of the proposed realty improvements and the characteristics of sewerage expected from such use
- h) The effect of proposed sewerage facilities on existing or proposed sewerage systems
- i) Amount of infiltration expected and its effect on design flow
- j) The estimated daily flow
- k) Description of materials to be used
- l) Preliminary cost estimate per paragraph 11.7
- m) Any other factors which would affect design and use of the sewerage system. See paragraph 11.4

### 11.2 Pumping Station

- a) The operation characteristics of the station at minimum, maximum and average flow (both present and future)
- b) Provisions for emergency handling of sewage in the event of complete failure of the station
- c) Preliminary cost estimate for construction and annual operating costs per paragraph 11.7
- d) Any other factors which would affect design and use of the sewerage system (See paragraph 11.5)

### 11.3 Water Distribution System

- a) Description of geographic area to be served
- b) Existing and predicted population of areas to be served
- c) Terrain data in sufficient detail to establish general topographic features of the area to be served
- d) Plans and/or statements for site restoration and landscaping
- e) Minimum pressure at peak day plus fire flow
- f) Intended use of proposed realty improvements and the characteristics of use if other than residential.
- g) The effect of the proposed water distribution facilities on existing or proposed water distribution facilities
- h) The estimated daily flow

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 11 (Continued)

- i) Description of materials to be used
- j) A preliminary cost estimate for construction and annual operating costs per paragraph 11.7
- k) Any other factors which would affect design and use of system
- l) All bends must be labeled by degrees
- m) Pipe deflection at joints allowed by the manufacturer cannot be used for the design of the system. Bends must be utilized where deflection is needed.
- n) Proposed tees shall be furnished with a minimum of 2 valves, proposed crosses with a minimum of three valves.
- o) All projects must comply with the Master Plan.
- p) Utility easements shall be designed to support maintenance vehicles. An access way shall be provided using 6 inches thick crushed stone and concrete pavers or an approved equal. All accessways shall be constructed so as to provide a distinguishable boundary of the supporting roadway for the maintenance operator.

### 11.4 **Related Technical Standards - Sewer**

#### 11.4.1 **General**

All sewers must be designed on a “separate system” basis in which all water from roofs, cellars, streets and any other areas must not be conducted to the sanitary sewer system. No bypasses or overflows, which allow raw sewage to be discharged from sewers, shall be installed.

The system design and all detail designs must comply to the current New Jersey Department of Environmental Protection Rules and Regulations for the preparation and submission of plans for sewer system and wastewater treatment plants.

#### 11.4.2 **Sewer Design Standards**

**11.4.2.1** All sanitary sewers shall be designed to carry four times the average flow estimated for twenty-five years in advance. Average flow shall be assumed to be 100 gallons per person, per day and four persons shall be assumed per unit.

**11.4.2.2** Sewers and force mains shall be designed to flow with a minimum velocity of not less than two feet per second at full flow based on Kutter’s formula with  $n = 0.013$ . Inverted siphons shall be designed for a minimum velocity of three feet per second.

**11.4.2.3** Vertical Inspection Risers shall be installed at each lateral by the developer who has the responsibility for the installation of sanitary sewer main system. Installation shall include rise pipe, brass plug, Tyler Tee Cleanout, threaded plug or approved equivalent and shall be installed in accordance with the detail sheet attached to this section. Riser shall be placed within 2’ of the curb or typically within 17’ from the center of street if no curbing exists. Brass pug shall be located on grade. The curb shall be chipped to mark the location of the plug. The lateral and riser installation include the ten foot length of lateral behind the riser

## WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### SECTION 11 (Continued)

toward the building and it shall be of the same material as that from the main to the riser. The Authority's jurisdiction for maintenance responsibility, however, stops at the riser as long as it is in the public right of way.

#### **11.4.2.4 Deep Cut Lateral Connection**

The detail attached to this section shall be utilized when conditions require as detailed in Section 9.2.2. The maximum depth for laterals at the curblin should be noted and adhered to.

#### **11.4.3 Sewer Materials Standards**

##### **11.4.3.1** Materials used in the construction of sewer, force mains, and outfalls shall be as follows:

- a) Gravity sewers shall be constructed of PVC (SDR-35)
- b) Inverted siphons, force mains and outfall shall be constructed of cast iron or steel pipe, unless otherwise permitted by the Authority. Inverted siphons shall consist of not less than two pipes with provision for rodding for flushing. Flow control gates shall be provided in chambers.
- c) Vertical inspection riser tee shall be constructed of PVC (SDR-35) riser shall contain no more than one section of pipe. Installation shall be in compliance with detail sheet at end of Appendix III.
- d) Deep Cut Lateral Connection shall be constructed in accordance with the requirements of Section 9.2.2 and the detail sheet at the end of Appendix III.

##### **11.4.3.2** Materials for the lateral from ten feet behind the inspection riser and the building shall be in conformance with National Standard Plumbing Code latest revision and will be under the jurisdiction of the Township Plumbing Inspector (Refer to Section 9.4: Elevation of Sanitary fixtures).

##### **11.4.3.3** All manhole casting shall be Campell Model 1012:B or equivalent. Easement lids shall be locking type.

#### **11.5 Related Technical Standards - Pumping Stations**

##### **11.5.1 General**

- 1) Pump stations to be Flygt submersible with auto cleanse or approved equal.
- 2) Raw sewage shall be screened before pumping unless special pumping equipment approved by the Department of Environmental Protection is used. Openings in the bar screens shall be at least 1 inch smaller than the solid size that can be processed by the pumps.

## WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### SECTION 11 (Continued)

- 3) When two pumping stations are outletting into a common force main, the design shall provide staged pumping, preferably by the use of variable speed pumps, so as to eliminate, as far as practical, surges of flow.
- 4) Automatic sound alarms, operating independently of the station power, shall be installed to give warning of high water, power failure or breakdown. Such alarm system shall be extended by Scada System (Supervisory Control and Data Acquisition) to plant alarm system or other location where competent assistance can be obtained in emergency, as designated by the Superintendent.
- 5) Pumping stations shall not be subject to flooding and be located out of the NJDEP 100 year flood plain, wetlands, wetlands buffer areas and must be accessible by motor vehicle.
- 6) Adequate light and ventilation shall be provided at all pumping stations. Where operational or maintenance duties are required in enclosed areas or pits, forced ventilation by suitable means shall be provided with sufficient capacity to induce at least twelve (12) air changes per hour. Explosion proof equipment shall be utilized in wet wells and other similar areas.
- 7) Adequate fresh water facilities shall be provided to permit routine washdown and cleaning operations at all pumping stations. Where a domestic water service connection is provided to any sewage treatment plant or facility, the water supply shall be protected by an approved backflow prevention device acceptable to the Washington Township Municipal Utilities Authority. Air gap separation shall mean a physical break between a supply pipe, measured vertically above the top rim of the vessel, in no case less than one inch. No connections between fresh water and sewage pumps or pipes shall be permitted. Provide chlorine station at the site, if deemed necessary by the Department.
- 8) Standby auxiliary power shall be provided for all pump stations. Type of auxiliary power to be as approved by the Washington Township Municipal Utilities Authority.
- 9) Complete set of manufacturer's parts lists, instructions, maintenance manuals and special tools are to be turned over the Washington Township Municipal Utilities Authority.
- 10) Pumping station capacity should be compatible with the ultimate capacity of the influent sewer. At least two pumps, operating alternately and each designed to handle peak flows for ten (10) years hence 2.5 times the expected average daily flows, shall be provided. Both pumps will be of the same capacity and will each be able to handle flows in excess of the maximum design flow. If more than two pumps are provided, their capacities shall be such that, upon failure of the largest pump, the others will handle such peak flow.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 11 (Continued)

- 11) Pumps shall operate under a positive suction head. Pumps must be able to pass solids of three (3") inch diameter. A means of flow measurement is desirable. Shut-off valves shall be provided on suction and discharge piping, which shall be flanged or otherwise removable and check valves shall be provided on discharges.
- 12) Force main velocities shall be less than 2 ft/second at normal pumping rates. Properly designed air release valves shall be provided on the high points of the force main. Discharge piping to be four (4") inches (minimum) diameter. If, due to flow limitations, grinder pumps are approved by the NJDEP and the Washington Township Municipal Utilities Authority, minimum discharge piping diameter will be two (2") inches.
- 13) Hour running time meters are to be installed for each pump.
- 14) Pump size and characteristics must meet the approval of the Washington Township Municipal Utilities Authority.
- 15) Both pumps are set to operate in parallel if flow rate requires.
- 16) Davit and winch to be per manufacturer's specifications and must be able to service wet well and the dry well (if project was designed for both). Minimum weight capacity of davit to be 800 pounds and winch cable to be 1/4" minimum diameter stainless steel. Winch gear ratio must be approved by the superintendent.
- 17) Provide the following alarms/indicating lights:
  - A. Local:
    - Loss of power alarm
    - Generator on Light
    - High and low wet well water level alarm
    - Bubbler air pressure alarm
  - B. Remote:
    - Low air, Power out, High wet well
- 18) Pump station design shall comply with Occupational Safety and Health Standards (OSHA, Section 1910.27) and manufacturer's specifications.
- 19) Provide two (2) copies of the pump station operations and maintenance guide including, but not limited to:
  - a) Certified pump curves
  - b) As-built plans of the pumping station
  - c) Suggested maintenance schedule
  - d) Complete and detailed schematics of all electrical systems and controls

## WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### SECTION 11 (Continued)

- 20) Provide one years supply of manufacturer's suggested parts in a wall mounted cabinet. Minimum spare parts provided shall be as follows:
  - a) Manufacturer's suggested spare parts
  - b) Two volute gasket
  - c) Two mechanical seal
  - d) One wrench to take off pump impeller. In addition any other specialty tools required.
  - e) Two impellers (1 cw, 1 ccw)
  - f) Flush valve spare parts
  - g) Spare SCADA control card
- 21) Provide minimum four hours of manufacturer's training to Washington Township Municipal Utilities Authority personnel.
- 22) Washington Township Municipal Utilities Authority to perform on-site testing of all equipment including, but not limited to, determining pump capacity.
- 23) All aluminum materials shall be suitably protected against dissimilar materials such as concrete, steel, non-ferrous metals, etc. using neoprene washers, painting or other approved method.
- 24) Provide by-pass manhole adjacent to the pump station as per specification sheet.
- 25) Pump station designs must meet all NJDEP and GCUA requirements.
- 26) Design Engineer must provide design specifications, flow calculations, pump curves and buoyancy calculations.

#### 11.5.2 Wet Wells

- 1) A means of entrance and exit shall be provided. Ventilation system shall be of the continuous operation type.
- 2) The capacity of a wet well should not exceed ten (10) minutes when the flow is at the average dry weather rate.
- 3) The floors of the wet wells should slope at least 45 degrees toward pump suction to prevent solids accumulation.
- 4) A minimum of four (4) foot inside diameter wet well of reinforced concrete construction or approved equal is required.
- 5) Wet well to be furnished with moving influent screening bar screen with hoist and brass winch, located outside wet well on davit, meeting the approval of the Authority.



## WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### SECTION 11 (Continued)

- 6) Provide bar screen basket constructed of aluminum Alloy 6061-T6. Maximum opening size shall be one (1) inch smaller than the largest solid that the pump can handle.
- 7) If air bubbler control system is used, a standby air compressor shall be included in pumping station. The control system must meet the approval of the Authority. Air Bubbler piping shall be ¾ inch diameter Type 316 stainless steel. Provide tee connection with removable plug on the open end. Provide minimum three (3) inch diameter bubbler tube casting pipe between control cabinet and wet well.
- 8) Provide high and low water alarm. If float alarm system is used, it shall be activated by use of a mercury switch and operate independently of the bubbler system.
- 9) Permanent ladders to be installed with slip guards on all ladder rungs, meeting with OSHA Standards or unless otherwise specified. Ladders to be installed to top of wet well with clearance for Bilco door to close.
- 10) Use ductile iron pipe (Class 52) from last manhole to wet well.
- 11) Provide watertight joints with gaskets and internal and external grout at base slab.
- 12) Provide means to protect concrete from hydrogen sulfide deterioration such as coating with bitumastic.
- 13) All anchor and expansion bolts, and associated nuts and washers shall be Type 316 stainless steel.
- 14) Air vent material to be corrosion resistant. Air vent opening shall be to 15 inches above the hatch level and have bird screening.
- 15) The concrete base slabs and surface pads are to contain the proper sized reinforcing bars.
- 16) Hatches are to be Bilco or approved equal and have the following requirements:
  - a) Each hatch door shall be constructed of at least ¼ inch thick aluminum diamond plate.
  - b) Each hatch shall be reinforced with aluminum stiffeners to withstand a live load of 300 pounds per square foot.

## WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### SECTION 11 (Continued)

- c) Channel frames shall be of minimum ¼ inch thick standard sections with an anchor flange around the perimeter. A ½ inch aluminum drainage coupling shall be located in the channel frame. A pipe of corrosion resistant material shall extend from the coupling to the bar screen trash basket level.
- d) Each hatch shall be equipped with heavy duty hinges, spring operators and automatic hold open arm with release handle, all of stainless steel. Type of locking system to be approved by the Washington Township Municipal Utilities Authority. In addition, all hardware shall be stainless steel.
- e) Two heavy duty stainless steel safety chains shall be provided on each end of all double leaf doors.
- f) The hatch covers shall be mill finished.
- g) All metal used in fabricating the access doors shall be either aluminum or stainless steel. All aluminum shall be Alloy 6061-T6 and all stainless steel shall be Type 316.
- h) Hatches to be minimum 2-2' by 4' door or minimum 2-2' by 2/3 wet well diameter, whichever provides the greatest area.

#### 11.5.3 Electrical Equipment

- 1) Electric Motors shall be so located as to be protected from flooding.
- 2) Where electric motors and electrical power equipment are installed in subsurface chambers, the motors and equipment shall be of the explosion-proof and damp-proof type.
- 3) All electrical and work shall be comply with Fire Underwriters' regulations for the location involved and to the National Electric Code.
- 4) Provide NEMA Type 1, 3R or 4 vandal-proof and all weather electric control box and cover, or approved equivalent on double supports.
- 5) Locate all control centers for easy access, but not conflict with personnel and equipment accessibility.
- 6) Provide approved receptacle, transfer switch and circuit breaker for auxiliary portable generator, depending on size of station, to compliment existing Washington Township MUA equipment and be satisfactory to the Atlantic City Electric Company.
- 7) Provide schematic wiring diagrams to include Authority standard receptacle outlet for auxiliary power generator and Atlantic City Electric Company approved transfer switch.
- 8) Electric service shall be three phase and breakers must be provided for all electrical equipment.
- 9) Provide SCADA system (Supervisory Control and Data Acquisition) to tie-in to existing system.

## WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### SECTION 11 (Continued)

- 10) All motors shall be high efficiency, 3 phase, 60 hertz, 230/460 volts, 1,800 r.p.m. (maximum) equipment. The motors must be non-overloading for the entire pump operation curve.
- 11) All relays to be Potter Brumfield (round pin) or approved equal.
- 12) No electrical function boxes shall be installed in the wet well.

#### 11.5.4 Site Plan

- 1) Provide legal description for property to be transferred to the Washington Township Municipal Utilities Authority if applicable. All property corners to be set with concrete monuments. All legal descriptions shall have a site plan of the subject parcel included.
- 2) Landscaping shall be provided consistent with the site restoration/landscaping plan, preferably with vegetation of the evergreen species.
- 3) Provide an eight (8) foot high thermal fused vinyl coated, 9 gauge, aluminum chain link perimeter fence (5/8 inch opening non-climbable) with 3 tier barb wire. Include a (14) foot sliding gate constructed out of square tubing at paved access.
- 4) The access driveway to the site shall be paved 12 feet wide, either concrete or asphalt (2" FABC on 6" quarry processed stone or 6" thick reinforced cement concrete).
- 5) Provide 3/4" crushed stone 6" thick on a plastic cover at the site in all areas not paved to, and including, the area beneath the perimeter fence. An 8" x 6" pressure treated railroad tie with 1/2" diameter rebar anchors, to separate paved driveway from stoned parking lot.
- 6) The site shall be positively graded to direct drainage runoff away from the pump station and appurtenances.
- 7) Provide minimum lot size of 50' x 50' for the site to allow for equipment removal and vehicular mobility.
- 8) Minimum easement width for sewers is fifteen (15) feet. However, the easements shall be wide enough to provide for future excavation at slopes of 2: 1 plus a 3 foot wide bed and therefore, sewers over four (4) feet in depth will require easements greater than fifteen (15) feet in width and shall be calculated as herein described.
- 9) Provide external lighting, with protective covering, and photo electric cell near wet well location. The height of lighting to adhere to Washington township Municipal Utilities Authority.

## WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### SECTION 11 (Continued)

- 10) Provide frost proof yard hydrant, Murdock M-175 or equal, with a ¾ inch hose fitting with the following:
- a) 50 feet of ¾” heavy duty water hose with high pressure nozzle.
  - b) Backflow preventor and curb stop-curb box prior to service connection to yard hydrant. Curb box to have 12” square x 4” deep concrete foundation.
  - c) 12” square x 30” deep Class “C” concrete foundation.
- 11) Provide an emergency back up generator which fulfills the following requirements:
- a) Generator shall be capable of operating all equipment at the pump station simultaneously. This includes all pumps. Generator shall be natural fueled when this source is available.
  - b) When natural gas is not available, generator fuel tank and fill cap shall be located above ground within the station fence. Provide minimum 75 gallon capacity fuel tank. Pump gauge to indicate fuel level.
  - c) Generator shall have automatic starting capabilities.
  - d) Generator shall have its own battery charger and an outside outlet for 120 V. power.

#### **11.6 Related Technical Standards - Water**

##### **11.6.1 General**

A minimum cover of 42” and a maximum cover of 48” is required on all water mains including service connections to the curb.

##### **11.6.2 Water Material Standards**

###### **11.6.2.1** Water mains shall be ductile iron, cement lined, conforming in all particulars to A.S.A. Specification Designation A-21 or A-21.8 for Class 150 pipe. Mortar lining for ductile iron pipe and fittings shall conform to A.S.A. Specification Designation A-21.4.

Ductile iron pipe shall be Tyton Joint as manufacturer by U.S. Pipe and Foundry, or an approved equal.

All water mains shall be Class 52 cement lined ductile iron pipe conforming to A.W.W.A. Standard Specifications. 45 degree bends shall be used in lieu of 90 degree bends. All 45 degree bends and tees shall have retainer glands.

## WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### SECTION 11 (Continued)

- 11.6.2.2** Gate valves shall conform with the latest A.W.W.A. Specifications and shall be case iron body, fully bronzed mounted, resilient wedge seat, non-rising stem, inside screw type. Gate valves shall incorporate “O” Ring Type stuffing boxes. Operating nut valves shall be 2” square cast iron and shall open in a counter clockwise direction. Valve stem shall be manganese bronze or equal non-corrosive metal. Valve ends shall be of the type and size necessary to accomplish approved joint. Assembly valve size shall be that of the main it affects. Valves shall be suitable for 150 psi working pressure. All iron and ferrous parts of the valves shall be cleaned and painted with at least two coats of asphaltum varnish both inside and outside.
- 11.6.2.3** Valves boxes shall be of the cast iron two piece, 5 ¼ shaft type with the upper section adjustable for elevation and with round drop cover marked “Water”. Valve boxes shall be of sufficient length to cover the stuffing boxes of the valves and meet surface grade with reasonable, adjustable allowance for future raising and lowering of grade. Valve boxes shall be of ample strength to withstand heavy traffic shock. Valve boxes shall be coated both inside and outside with tar or asphalt compounds.
- 11.6.2.4** Materials for house service connections from the main to one (1) foot inside of the curb line shall be copper type K or approved equal with a minimum size of ¾” in conformance with the National Standard Plumbing Code, latest revision thereof. The curbstop and box shall be installed and be of a type approved by the Authority.
- 11.6.2.5** Hydrants shall be the Kennedy Guardian or Mueller Centurion A-423, or approved Equal with left hand opening, two 2 ½” nozzles, one 4” nozzle and 4’ minimum bury depth Hydrant shall have breakable body flange and stem coupling and be suitable for a working pressure of 150 psi. Hydrant shall conform in all particulars with the latest A.W.W.A. specifications. Installation shall be in compliance with detail sheet attached at back of Section 11.

### **11.7** Total Construction Costs

A detailed estimate of the “Total Construction Cost” shall include cost of materials, installation and any other costs associated with the construction of the project.

### **11.8** General Map of the Entire Project

A general map of the entire project shall be furnished, showing existing and proposed sewers and pumping stations for the whole area and/or showing existing and proposed water main, valves, hydrants and blowoffs within 600 feet of the site.

### **11.9** Plans, Profiles and Specifications of all Proposed Facilities

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 11 (Continued)

### 11.9.1 Format

Plans shall be of uniform size 18" x 24", 24" x 36" or 30" x 48" with a ½" border on top, bottom and right side, and a 2" border on the left side, the last one for binding. All sheets shall be numbered. Six sets of plans shall be submitted.

### 11.9.2 General

The following is a list of information that must be shown on the plans as a minimum:

- a) Existing and proposed sanitary sewer
- b) Existing and proposed storm sewer
- c) Topography
- d) Existing and proposed streets
- e) Tributary areas
- f) True and/or magnetic north
- g) Outbound line/property line
- h) Title, date and scale
- i) Areas from which sewage is to be pumped shall be labeled clearly.
- j) Profiles will generally not be required for water distribution systems. However, if the WTMUA or its engineer deem it necessary, profiles showing the water system shall be supplied by the applicant's engineer.
- k) Plans for pumping stations, sewage treatment plants, storage facilities and water treatment facilities shall include a general site plan showing boundaries, topography, proposed improvements with capacities, underground piping, underground and/or overhead wiring and shall include the items referred to in the Engineer's Report that are related to the design drawing. All sites shall be adequately fenced and landscaped to provide sufficient buffering from surrounding structures.

### 11.9.3 Symbols

Sewers and/or water mains and appurtenances to be constructed shall be shown by solid and dashed lines respectively. Existing sanitary sewers and water mains shall be labeled as such. All topographical symbols and conventions shall be those used by the United States Geological Survey.

### 11.9.4 Elevation

All elevations shall be based on U.S.G.S. datum and tied into a minimum of one U.S.G.S. monument. Elevations of street surfaces shall be placed outside the street line. The elevations of sewer inverts at ends of lines and at changes of grades, shall be written parallel with the sewer lines and between the street lines. The elevations of street surfaces shall be shown to the nearest 0.01 foot, the sewer inverts to the nearest 0.001 foot. Sufficient bench marks shall be permanently established for the area.

**WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

**SECTION 11 (Continued)**

**11.9.5 Distances, Grades and Sizes**

The distance and stationing between manholes, grades in decimal, sewer sizes and materials shall be shown on the plans. Arrows shall show the direction of the flow. For water mains, the distances, diameter and material shall be shown on the plans.

**11.9.5.1** The minimum design slope for all sewer pipe shall be the minimum slope promulgated in NJDEP Regulations as shown in the table below.

**MINIMUM PIPE SLOPES**

PIPE DIAMETER	PIPE MATERIAL	
	PVC	DIP
8"	0.0035	0.0040
10"	0.0025	0.0030
12"	0.0020	0.0025
14"	N/A	0.0020
15"	0.0015	N/A
16"	N/A	0.0018
18"	0.0012	0.0016
20"	N/A	0.0014
21"	0.0011	N/A
24"	0.0010	0.0012

Units = feet per foot

## WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### SECTION 12 - INSPECTION AND TESTING OF INSTALLED FACILITIES

#### 12.1 Inspection of sewerage and/or water distribution system during course of construction

12.1.1 All construction of sewerage or water distribution systems shall be under the jurisdiction of the Authority Engineer, either directly or through inspectors under his supervision.

- a) The Authority Engineer shall enforce compliance with the approved plans and specifications.
- b) The Authority Engineer shall have the authority to have the work discontinued in the event of non-compliance.
- c) The Applicant shall also furnish the name of the occupant, the street address, and lot and block numbers two weeks prior to request for certification or occupancy from the Building Inspector in order that the wiring, meter installations and lateral inspections can be accomplished.
- d) No sewer or water connections shall be made to the appropriate street main whether tested or not unless under the supervision and inspection of the Authority Engineer.

12.1.2 A temporary, lock proof Bulkhead type plug shall be installed in the upstream (inlet) side of the manhole furthest downstream in any sewer main or branch under construction and shall remain intact and unloosened until written permission is received from the Authority Engineer to remove same. Water mains shall be capped, plugged or valves closed and shall remain intact and unloosened until written permission is received from the Authority Engineer to remove same.

#### 12.2 Testing of Completed System

12.2.1 All sewers and water mains shall be subjected to one or more of the following type test: (Infiltration, Exfiltration, Alignment and/or Pressure)

- a) Alignment - Alignment shall be done on all gravity sanitary sewer lines regardless of any other testing that may be required by the Authority Engineer. See Section 4 of the Inspection & Testing Procedures Manual of the Washington Township Municipal Utilities Authority. (Appendix III)
- b) Exfiltration - Exfiltration test shall be conducted in lieu of infiltration tests when the pipe has been laid above the groundwater level. Procedure and methods for performing exfiltration test are stated in Sections 2 and 3 of the Inspection & Testing Procedures Manual of the Washington Township Municipal Utilities Authority.



## WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### SECTION 12 (Continued)

- c) Infiltration - Examine the sanitary sewer system for infiltration at the downstream end of the system after construction has been completed and prior to any sanitary building connections. In the event, there is infiltration; the source and volume of flow must be determined. Procedure and methods for checking and testing for infiltration are stated in Section No. 1 of the Inspection & Testing Procedures Manual of the Washington Township Municipal Utilities Authority. The allowable infiltration shall not exceed a rate of 50-gallons/inch diameter of pipe per mile/24 hours.
- d) Water Supply systems - After the pipe has been installed and prior to the complete backfilling of the trench, the system shall be subjected to a pressure and leakage test. Procedure and methods of testing water supply system are stated in Section No. 5 of the Inspection and Testing Procedures Manual of the Washington Township Municipal Utilities Authority.

**12.2.2** In order to ensure that there shall be no gushing or spurting streams entering the sewer system, the Contractor shall be held responsible for watertightness of the line, shall satisfactorily repair all joints and other parts not sufficiently watertight and then shall make additional tests for infiltration or exfiltration until the test results conform to the given requirements.

NOTE: The Contractor shall furnish all labor, material and equipment necessary for testing.

When individual or house connections are connected to sewer mains already tested, the individual or house connections shall be pressure tested prior to connection to the sewer main. Individual or house connections shall be pressure tested under a ten foot head of water and shall be made tight from the point of connection at the main to the lowest cleanout in the building. (See Plumbing Code) National Plumbing CodeBook, Chapter 15.

Water pressure test should be made with pressure in excess of the normal anticipated water pressure.

**12.2.3** Bacteria Test - After flushing has been completed and the chlorine residual is not greater than 0.2 PPM, a Bacteriological sample shall be taken in accordance with the New Jersey Department of Environmental Protection Agency, Potable Water Standards Bulletin PW - D - 19, December 1970.

## WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### SECTION 13 - BILLING, PAYMENTS, DELINQUENCIES, ETC.

#### 13.1 Rendering of Bills for Water and Sewer Service:

A single bill will be rendered at the beginning of the month. The bill will be printed the first of the month and rendered as soon as thereafter as practicable. The reading will be for no more than 90 days plus 14 days.

13.1.1 Water charges will be based on the quarterly readings read prior to the printing of the bill. If the meter cannot be read, the minimum charge will apply.

13.1.2 Sewer charges for residential users are billed in advance for the quarter beginning with the billing date. Non-residential users are based on the average water consumption in the prior year. See appropriate Resolution.

13.1.3 Residential sewer usage will be based on the current winter's water usage.

13.1.4 Commercial sewer usage will be based on the previous year's average water usage.

#### 13.2 Payment Schedule

13.2.1 If a bill is not paid by the last working day of the month in which billed, an interest rate of 1 ½% per month will be charged.

13.2.2 In the case of a disputed bill, terminating substantially in favor of the customer, the payment is due within 10 days of the termination of the dispute.

#### 13.3 Delinquent Accounts

13.3.1 Any bill unpaid after the last working day of the month shall be classified as delinquent. Any bill unpaid after the 15<sup>th</sup> of the month following the billing day shall be subject to discontinuance of service after not less than 5 days of written notice.

13.3.2 All requests to the Plant Superintendent to shut off the service of a delinquent customer shall be over the signature of the Executive Director or designee.

13.3.3 If the check used as payment to prevent shutting off of service is returned by the bank for non-sufficient funds, a processing fee will be charged against the account and the service will be discontinued immediately without further notice.

13.3.4 Any unpaid balance of service charges and interest hereon shall be a lien against the property and action shall be initiated pursuant to the procedures specified under N.J.S.A. 40:14B-42.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 13 (Continued)

**13.3.5** Notice of delinquent charges shall be given annually to the Tax Collector of Washington Township thirty days prior to the Township posting notice of publishing all delinquent taxes.

### **13.4** Discontinuance of Service

Service may, at the sole discretion of the Authority, be discontinued for any of the following reasons:

- a) Misrepresentation in application
- b) Willful waste of water through improper or imperfect pipes, fixtures, or otherwise.
- c) Failure to comply with to Section 14: Reserve Supply.
- d) Use of water for any other property or purpose than that described in the application
- e) Tampering with any service pipe, meter, curb stopcock or seals, or any other appliance of the Authority.
- f) Vacancy in excess of 30 days (water only).
- g) Non payment of any charge occurring under the application.
- h) Refusal of reasonable access to the property for purposes of inspecting, reading, repairing or removing meters.
- i) Making, or refusing to sever any cross connection between a pipe or fixture carrying water furnished by the Authority and a pipe or fixture carrying water from any other source.
- j) Non payment of bills within time prescribed.
- k) Violation of any rules of the Authority.

### **13.5** Renewal Service

Service will be renewed when the conditions under which such service was disconnected are corrected and upon payment of all accrued charges provided in the schedule of rates or rules of the Authority.

### **13.6** Abatement

Customers desiring an abatement from water bills due to vacancies shall give notice in writing at the office of the Authority requesting that water be shut off. Customer will be charged for water used as of the final reading plus a service fee for the shutting off and restoring of the water. Abatements for sewer bills will not be granted.

### **13.7** Deposits

Deposits may be required from any customer who becomes habitually delinquent, or who files for protection of the bankruptcy court. Amount of deposit shall be equal to his average quarterly bill.

**WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

**SECTION 13 (Continued)**

**13.7.1** Any customer having paid a deposit shall pay bills for water and sewer service as rendered, in accordance with the Rules or the Authority. The deposit shall not be considered as payment on account of a bill during the time the customer is receiving service.

**13.7.2** Deposits shall be returned to the depositor when he shall have paid undisputed bills for service for a period of twelve consecutive months.

**13.7.3** No interest will be paid on deposits.

**13.8 Continuing Obligation to Pay Service Charge**

Upon connection of an improved and usable property to a sewer, the obligation to pay the minimal annual service charge continues despite the failure to occupy the property or to use the sewer facilities, so long as the building or structure on the property is still available for use and the sewer facilities remain available.

**13.9 Billing of Water and Sewer for Swim Clubs**

Swim clubs will be billed annually based on one (1) reading per year (taken in the fall), and will be calculated as per the current rates, for water. Sewer will be charged at a rate of one (1) DCU.

**13.10 One Time Leak Allowance**

Each customer shall be entitled to a one-time verified leak allowance pending approval by the MUA.

**13.11 Billing of New Residential Customers**

Billing for new residential customers will be at a rate of 21,000 gallons per winter usage.

**13.12 Billing of New Commercial Customers**

Sewer billing for new commercial usage will be per Schedule I.

**WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

**SECTION 14 - RESERVE SUPPLY**

The Authority shall have the right to reserve a sufficient supply of water at all times in storage, to provide for fire and other emergencies, or may restrict or regulate the quantity of water used by the customer in case of scarcity, or whenever the public welfare may so require.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 15 - RESPONSIBILITY FOR SERVICE

It is agreed by the parties receiving public fire service, private fire service, or any other service, that the Authority does not assume any liability as insurer of property or person, and that the Authority does not guarantee any special service, pressure, capacity or facility, other than is permitted by the ordinary and changing operating conditions of the Authority, as the same exists from day to day. It is agreed, by the parties receiving service, that the Authority shall be free and exempt from any and all claims for injury to any person or property by reason of fire, water failure to supply water pressure or capacity.

When a prospective customer has made applications 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 supply of water or failure to supply same, or the freezing of water pipes or fixtures of the customer, nor any damage to the property which may result from the usage of water supplied to the premises.

### 15.1 Complaints

Complaints with respect to the character of the service furnished, or the reading of the meters, or the bills rendered, must be made at the Authority's office, either orally, or in writing, and a record of such complaint will be kept by the Authority, noting the name and address of the complainant, the date, the nature of the complaint and the remedy.

### 15.2 Reasonable Access

The properly identified authorized agents of the Authority shall have the right of access to the premises served, at all reasonable hours, for the purpose of reading meters, examining fixtures and pipes, observing the manner of using water, and for any other purposes which is proper and necessary in the conduct of the Authority's business such as connection to the phone line for computer connections for reading of meters remotely.

### 15.3 No Oral Agreements

No agent or employee of the Authority has authorization to bind it by any promise, agreement, or representation not provided for in these rules.

### 15.4 Single Service - Water Only

In instances where owners of existing properties make application for and are furnished only water service, all rules pertaining to water service must be complied with, and the charge for such service shall be as described in the Schedule of Rates.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 15 (Continued)

### 15.5 Single Service - Sewerage Only

In instances where owners of existing properties make application for and are furnished only sewerage service, all rules applicable to furnishing sewerage service must be complied with, and the charge for such service shall be as described in the Schedule of Rates.

No water will be furnished to any premises where any possibility exists of the mingling of water furnished by the Authority, with water from any other source. Nor will the Authority permit its mains or service pipes to be connected in any way to any piping, swimming pools, tank, vat or other apparatus containing liquids, chemical or any other matter which may flow back into the Authority's service pipes or mains, and consequently endanger the water supply.

Whenever any person, persons, firm or firms, partnership or partnerships, corporation or corporations, or any combination thereof causes or has caused any damage to the water or sewer system of facilities of the said Authority, the party or parties causing such damage shall immediately notify the Authority of such damage. The said Authority shall have the right to repair such damage or have such damage repaired, and shall have the further right to recover the full cost and expense of such repairs, including but not limited to the standard charges for work performed by Authority employees, for materials, supplies and equipment used for such repairs from the party or parties causing such damage.

#### 15.5.1 Emergency

As necessity may arise in the event of breakdown, emergency, or for any other unavoidable cause, the Authority shall have the right to cut off the water supply temporarily, in order to make necessary repairs, connections, etc. The Authority will use reasonable and practical measures to notify the customer of such discontinuance service but the Authority shall not be liable for any damage or inconvenience experienced by the customer; or any claim against it at any time for interruption in service, lessening of the supply, inadequate pressure, poor quality of water, or for causes beyond its control. When the supply of water is to be temporarily interrupted, written notice will be given, when practicable to all customers affected by the temporary interruption of service, stating the probable duration of the interruption, and also the purpose of the interruption.

#### 15.5.2 Discharges

The discharge of any surface or subsurface water directly or indirectly to the sanitary sewer system is prohibited. Underdrain systems for foundation of buildings shall be connected to a storm drainage system approved by the Township Engineer. Further, underdrain systems in municipal right-of-ways shall have separate cleanouts which shall not be in any appurtenance of the sanitary sewer system.

# WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

## SECTION 15 (Continued)

### 15.6 Mandatory Sewer or Water Connection

Ordinance No. 42-1989, Township of Washington, County of Gloucester, provides for the mandatory connection to the sanitary sewerage system and/or the water distribution system of the Washington Township Municipal Utilities Authority. This Ordinance shall not arise until six months after the water and/or sewer main is placed into operation. A property owner who fails to connect to the appropriate system to the terms of Ordinance No. 42-1989 shall pay the applicable connection fees and shall pay a minimum usage charge.

### 15.7 Waiver Clause

The following conditions will act as a waiver from the impact of the Mandatory Connection Ordinance.

- a) If a sewer or water line lies on the opposite side of a County or State highway, the connection will be waived.
- b) If the connection lies more than 300 feet from the nearest point of the habitable portion of the house, the connection will be waived.
- c) If the sewer line ties at a negative slope to the lowest fixture in the house the connection will be waived.



**WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

**SECTION 16 - REVISION OF RULES AND REGULATIONS**

The Authority reserves the right to change or amend, from time to time, these Rules and Regulations, and the rates for water or sewer service.

**WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

# **APPENDIX I**

## **INSPECTION AND TESTING PROCEDURES**

### **MANUAL**

**ELECTRONIC COPIES CAN BE OBTAINED FROM  
THE AUTHORITY**

**SCHEDULE I**  
**EQUIVALENT DOMESTIC CONSUMER UNITS**

<b><u>Type of Structure</u></b>	<b><u>Units</u></b>
1) Single Family, Twin, Townhouse Residential	1
2) Rental or Condominium Apartment Unit and Residential Trailer	.7
3) Senior Citizen Multiple Unit Structure	.7
4) Hotel or Motel (Per living unit)	.5
5) Service Station (Without car washing facilities)	1
6) Service Station (With car washing facilities)	2
7) Supermarket	10
8) Clubs, Societies, Social Organizations	1
9) Clubs, Societies, Social Organizations (With bar and/or dining facilities)	3
10) Churches	1
11) Commercial Garage (With water fixtures)	1
12) Eating Establishments:	
a) Take -Out Restaurant (without seating facilities)	2
b) Fast Food, Soda Fountain, Luncheonette 1 – 25 seating capacity	1
Each additional 20 seats or segment thereof	1
c) Diner, Tavern, Restaurant:	
1 - 50 seating capacity	3
each additional 15 seats or segment thereof	1
13) Health Care Institution other than hospital ie. Nursing or Convalesent Home, Assisted Living (100 gpd per bed)	.45
14) Office Building (per each 3,000 square feet of gross floor area or segment thereof)	1
15) Laundromat or Self-Service Laundry (per each washer)	.2
16) Swim Clubs (wastewater from fixtures only)	2
<b>SWIMMING POOL DRAINS MAY NOT BE CONNECTED TO THE SANITARY SEWER SYSTEM.</b>	

<b>17) Retail &amp; General Commercial Business:</b>	
a) Per first 3,000 square feet of gross floor area or segment thereof	<b>1</b>
b) Per each additional 5,000 square feet of gross floor area or segment thereof	<b>1</b>
<b>18) Warehouse (per each 5,000 square feet of gross floor area or segment thereof)</b>	<b>1</b>
<b>19) Theater:</b>	
Each 100 seats or segment thereof	<b>1</b>
<b>20) Drive-In Theater:</b>	
1 to 36 vehicle stalls	<b>2</b>
Each additional 18 stalls or segment thereof	<b>1</b>
<b>21) Industrial or manufacturing plant without industrial waste (per each 3,000 square feet of gross floor area)</b>	<b>1</b>
<b>The WTMUA reserves the right to use a different parameter should the industrial user incorporate a large quantity of water either in their product manufacturing or clean-up requirements.</b>	
<b>22) Public Building</b>	<b>2</b>
<b>23) School (per each 30 pupils and faculty)</b>	<b>1</b>
<b>24) Attached Business to a Residential Unit:</b>	
<b>When a residence has an attached unit for a business that has a walk in clientele, it is classified as a business.</b>	<b>1.5</b>
<b>25) Hospital (175 gpd per bed)</b>	<b>.80</b>

A commercial property user who desires a change in use (intensified use) shall use this chart in calculating his equivalent DCU. This rate is then used in calculating differential between the old and new DCU (additional Connection Fee).

When establishment will serve more than one use, the multiple use shall be considered in determining demand.

In the event a business or structure is not described in this schedule, the WTMUA shall determine the minimum equivalent domestic consumer units.

**THE WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**152 Whitman Drive, Turnersville, NJ 08012**  
**Phone: (856) 227-7788**

**PRELIMINARY FORM A:** APPLICATION FOR REPORT ON FEASIBILITY AND ALLOCATION OF PUBLIC SEWER AND WATER.

1. APPLICANT:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Federal Tax ID Number: \_\_\_\_\_

DEVELOPER:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

2. PROJECT TO BE SERVICED:

Name: \_\_\_\_\_

Location: \_\_\_\_\_

Area of Entire Tract: \_\_\_\_\_ Portion to be Serviced: \_\_\_\_\_

No. Lots: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Plate: \_\_\_\_\_

Type and # of Units: Single Family: \_\_\_\_\_ Townhouses: \_\_\_\_\_

Apartments: \_\_\_\_\_ Commercial: \_\_\_\_\_

Type of Use: \_\_\_\_\_

Building Square Footage: \_\_\_\_\_

Other: \_\_\_\_\_

3. PROFESSIONAL ENGINEER DESIGNING WATER/SEWER SYSTEM:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

4. DESCRIPTION OF PROPOSED SYSTEMS:

Water: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PRELIMINARY FORM A - continued**

Sewer: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. SUPPORTING DATA REQUIRED:

A. Estimated volumes of flow based on D.E.P. calculation: \_\_\_\_\_

B. Linear                      Feet                      of                      Water                      Main:  
\_\_\_\_\_

C. Linear Feet of Sewer Main: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

---

DO NOT WRITE BELOW THIS LINE: WTMUA USE ONLY

---

Date and Time application received: \_\_\_\_\_

\_\_\_\_\_  
Signature of WTMUA

- 
- APPROVED FOR FORM 'A'
  - ESCROW REQUIRED \$ \_\_\_\_\_
  - DENIED

\_\_\_\_\_  
Signature of WTMUA



**FORM A: Application for Feasibility**

5. PROFESSIONAL ENGINEER DESIGNING WATER/SEWER SYSTEM:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

6. DESCRIPTION OF PROPOSED SYSTEMS:

Water: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Sewer: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

7. SUPPORTING DATA REQUIRED:

D. Three (3) copies of the General location plan showing streams, streets, blocks, lots & tax map numbers.

E. Proposed system outlines and outlines and route of construction:  
\_\_\_\_\_

F. Estimated volumes of flow: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

SCHEDULE: Form A-1 will be issued to applicant and Planning Board within 45 days after this application has been received at the MUA office.

---

DO NOT WRITE BELOW THIS LINE: WTMUA USE ONLY

---

Date application received: \_\_\_\_\_ Amount of check: \_\_\_\_\_

\_\_\_\_\_  
Signature of WTMUA



**THE WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**152 Whitman Drive, Turnersville, NJ 08012**  
**Phone: (856) 227-7788**

**FORM B:** APPLICATION FOR PRELIMINARY APPROVAL OF PLANS FOR PUBLIC SEWER AND/OR WATER MAJOR SUBDIVISIONS, PUD, AND/OR CONDOMINIUM COMPLEXES

**PURPOSE:** This 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. The final condition of approval will be a mutual agreement between the applicant and the Authority regarding the terms and conditions for providing sewer and water service.

**FILING FEE:** \$100.00: Sewer \$100.00: Water (Check made payable to the WTMUA)

**REVIEW FEE:** (Check made payable to the WTMUA) The minimum amount to be placed in escrow fund necessary to initiate professional review of combined sewer and water systems will be \$1500.00. In addition to the minimum base rate the applicant shall place into escrow \$50.00 per domestic consumer unit.

If the application includes a pump station, the applicant shall place into escrow and additional amount of \$1500.00 for engineering review fees.

For applications involving only one utility, either water only or sewer only, the minimum base rate will be \$750.00.

1. APPLICANT: \_\_\_\_\_  
DEVELOPER: \_\_\_\_\_

2. PROJECT:  
Name: \_\_\_\_\_  
Location: \_\_\_\_\_  
WTMUA Form "A" Approval Date: \_\_\_\_\_  
Planning Board Classification Approval Date: \_\_\_\_\_

3. SUPPORTING DATA REQUIRED:  
4 sets of plans encompassing the data required by the attached engineering report instruction sheet.

4. Applicant Engineer's Report on Estimated Total Itemized sewer and water construction costs, including fire hydrants. Report Total: \$\_\_\_\_\_.

5. Estimated Construction Time Required to Finish Project once Authorization to Construct is given:  
\_\_\_\_\_.

**FORM B:      Preliminary Approval - Residential**

When the Agreement between applicant and the WTMUA has been signed, the applicant may, at that time, prepare the necessary data for the WTMUA submittal to the N.J. Department of Environmental Protection for state sewer and/or water permits. Upon request, a list of the required data for the submittal will be sent to the applicant's engineer. Otherwise, submittals to the State may be filed by section with Form "C".

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DO NOT WRITE BELOW THIS LINE:    WTMUA USE ONLY

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Date application received: \_\_\_\_\_ Amount of check: \_\_\_\_\_

\_\_\_\_\_  
Signature of WTMUA

**ACTION BY AUTHORITY:**

Contract negotiated and sent to applicant: \_\_\_\_\_

Signed contract received by WTMUA: \_\_\_\_\_

**THE WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**152 Whitman Drive, Turnersville, NJ 08012**  
**Phone (856) 227-7788**

**FORM B-1:** APPLICATION FOR PRELIMINARY APPROVAL OF PLANS FOR SITE PLAN FOR PUBLIC SEWER AND/OR WATER: APARTMENT, COMMERCIAL, INDUSTRIAL

**PURPOSE:** This application and supporting data specifying the engineering details of the proposed project will be analyzed for compliance with the Authority engineering standards including provisions for orderly growth. The final condition of approval will be a mutual agreement between the applicant and the Authority regarding the terms and conditions for providing water and sewer service.

**FILING FEE:** \$100.00: Sewer \$100.00: Water (Check made payable to WTMUA)

**REVIEW FEE:** The minimum amount to be placed in escrow fund necessary to initiate professional review of combined sewer and water systems will be \$1500.00. In addition to the minimum base rate the applicant shall place into escrow \$50.00 per equivalent domestic consumer unit.

If the application includes a pump station, the applicant shall place into escrow an additional amount of \$1500.00 for engineering review fees.

For applications involving only one utility, either water only or sewer only, the minimum base rate will be \$750.00.

In the event that the costs of review shall be more than deposited, the applicant shall pay the additional cost prior to final approval by the Authority.

1. **APPLICANT:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

**DEVELOPER:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

2. **PROJECT:**

Name: \_\_\_\_\_

Location: \_\_\_\_\_

Area of Entire Tract: \_\_\_\_\_ Portion to be serviced: \_\_\_\_\_

Tax Map: Plate: \_\_\_\_\_ Block: \_\_\_\_\_ Lot(s): \_\_\_\_\_

**FORM B-1: Preliminary Approval – Commercial & Industrial**

Commercial: \_\_\_\_\_ Total of Square Footage: \_\_\_\_\_

No. of Individual Stores, Offices or Apartments: \_\_\_\_\_

Proposed use for Stores or Offices: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other: \_\_\_\_\_ Describe: \_\_\_\_\_

\_\_\_\_\_

3. DEVELOPMENT PLANS:

Construction Date: \_\_\_\_\_ Duration of Project: \_\_\_\_\_

4. PROFESSIONAL ENGINEER DESIGNING WATER AND/OR SEWER SYSTEM

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

5. SUPPORTING DATA REQUIRED:

Four (4) sets of drawings, reports and other data describing details of the sanitary sewer system and water distribution systems, including fire hydrants, private fire service and sprinkler systems must be submitted. If additional data is required after the initial review, the applicant will be contacted to submit same. Seven (7) sets of plans, specifications, engineer reports, CP-1 forms and all other pertinent data will be required at time of submission of project to GCUA and subsequently for NJDEP submission.

---

DO NOT WRITE BELOW THIS LINE: WTMUA USE ONLY

---

Date application received: \_\_\_\_\_ Amount of check: \_\_\_\_\_

\_\_\_\_\_  
Signature of WTMUA

ACTION BY AUTHORITY:

Contract negotiated and sent to applicant: \_\_\_\_\_

Signed contract received by WTMUA: \_\_\_\_\_

**THE WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**152 Whitman Drive, Turnersville, NJ 08012**  
**Phone: (856) 227-7788**

**FORM C:** APPLICATION FOR CONSTRUCTION OF PUBLIC SEWER AND WATER SYSTEM

**PURPOSE:** To control the extent and schedule for planned sewer and water facilities installations and establish a schedule for Authority inspection of completed installation.

**REVIEW FEE:** (Payable to WTMUA: to be Escrowed) 5% of verified construction costs: Fee to cover engineering fees, legal fee and office processing fees for issuing permits.

**FILING FEE:** \$400.00: Sewer \$400.00: Water (Check made payable to WTMUA)

1. APPLICANT:

Name: \_\_\_\_\_

2. PROJECT:

Name: \_\_\_\_\_

Location: \_\_\_\_\_

Section: \_\_\_\_\_ No. Lots: \_\_\_\_\_

Date of WTMUA Form B Preliminary Approval: \_\_\_\_\_

Date of Planning Board Preliminary Approval: \_\_\_\_\_

**PROFESSIONAL ENGINEER DESIGNING WATER/SEWER SYSTEM:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

**DEVELOPER:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

**UTILITY CONTRACTOR:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

**FORM C: Application for Construction of Public Sewer and Water System**

**SUPPORTING DATA REQUIRED:**

**PART I:**

Applicant Engineer's Report on total, itemized sewer and water construction costs including fire hydrants. Report Total: \$\_\_\_\_\_

Detailed plans and specifications of sewage pump stations, sewer mains, water mains, hydrants (as approved by the Fire Marshall) and appurtenances: (Plans shall indicate individual tax lots and blocks): 7 sets

PART II: When the Authority Engineer has verified the total estimated sewer and water construction costs and the Authority Board has reviewed the plans, the applicant will be notified to submit the following:

1. Specified Performance Bond or Letter of Credit: 120% of total sewer and water construction costs (see attached samples). **MUST BE APPROVED PRIOR TO PRE-CONSTRUCTION MEETING**
2. Where plans of final sections are identical to those approved by the Authority and the NJDEP, no additional sewer and water utility plans need accompany submittal. However, the project Professional Engineer shall sign, seal and certify a letter attesting the accuracy of plans.
3. Revised plans (if necessary) showing changes required by the WTMUA. The Professional Engineer will also submit a letter explaining in detail each revision with basis and justification for each revision. (3 sets of this letter and plans must accompany the Authority's application to GCUA and NJDEP for operating permit).
4. Typed list containing individual tax lot and block with street addresses.
5. Data required for Authority submittal to the GCUA and the NJDEP sewer and/or water permits.
6. Auxiliary Power assessment, if applicable, as set forth in Paragraph 7.1.2 of the Rules and Regulations of Authority.

NO AUTHORITY BOARD APPROVAL WILL BE GRANTED AT THE MONTHLY PUBLIC MEETING UNLESS ALL AFOREMENTIONED REQUIREMENTS HAVE BEEN RECEIVED BY THE AUTHORITY OFFICE PRIOR TO THE PUBLIC MEETING.

---

**DO NOT WRITE BELOW THIS LINE: WTMUA USE ONLY**

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Date Application Received: \_\_\_\_\_ Amount of Check(s): \_\_\_\_\_

\_\_\_\_\_  
Signature of WTMUA

Date Form "C-1" Sent to applicant: \_\_\_\_\_

**THE WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**152 Whitman Drive, Turnersville, NJ 08012**  
**Phone: (856) 227-7788**

**FORM C-2**  
**CHANGE OF USE PERMIT FOR EXISTING STRUCTURES/SERVICES**

**Sewer Only:**\_\_\_\_\_ **Water Only:**\_\_\_\_\_ **Water & Sewer:**\_\_\_\_\_

**REVIEW FEE:** \$50.00: Sewer \$50.00: Water (Check made payable to the WTMUA)

**DATE:** \_\_\_\_\_

**APPLICANT:**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Federal Tax ID Number:** \_\_\_\_\_

**PROJECT:**

**Name:** \_\_\_\_\_

**Location:** \_\_\_\_\_

**Tax Map: Plate:** \_\_\_\_\_ **Block:** \_\_\_\_\_ **Lot:** \_\_\_\_\_

**Give description of changes to structure/services**

\_\_\_\_\_  
**Applicants signature**

\_\_\_\_\_  
**Authorized MUA signature**

**C-2 Permit Fees:**

**Water & Sewer Connection Fees:**

**Meter Fees:**

**THE WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**152 Whitman Drive, Turnersville, NJ 08012**  
**Phone (856) 227-7788**

- FORM D:**     APPLICATION FOR TITLE TRANSFER, PUBLIC SEWER AND WATER SYSTEMS
- APPLICATION FOR COMMERCIAL OR NON-TRANSFER OF TITLE (i.e. APTS, CONDO'S) FOR RELEASE OF PERFORMANCE BOND

**PURPOSE:**    To request the WTMUA to accept the installed system.

**FEE:**            \$25.00: Sewer    \$25.00: Water    (Check should be made payable to WTMUA)

**ESCROW:**      The minimum escrow balance required is \$700.00 to cover professional reviews and inspections. Upon MUA acceptance of the systems, the balance, if any, after the legal and engineering vouchers have been deducted, will be returned to the applicant.

1.    **APPLICANT:**    \_\_\_\_\_

**DEVELOPER:**    \_\_\_\_\_

**UTILITY CONTRACTOR:**    \_\_\_\_\_

2.    **PROJECT:**

**Name:**    \_\_\_\_\_

**Location:**    \_\_\_\_\_

**Section:**    \_\_\_\_\_

**DEP Permit No.:**    Sewer \_\_\_\_\_    Water \_\_\_\_\_

**Total No. Lots in Section:**    \_\_\_\_\_    **No. Lots completed:**    \_\_\_\_\_

**HAS THE TOWNSHIP ACCEPTED THE STREETS?**    Yes \_\_\_\_\_    No \_\_\_\_\_

**HOW LONG HAS THE SYSTEM BEEN COMPLETED?**    \_\_\_\_\_

**DOES THE AS-BUILT PLAN FOLLOW EXACTLY THE PLAN SUBMITTED WITH FORM "C" IN REGARD TO DETAILS AND AREA COVERED?**    Yes \_\_\_\_\_    No \_\_\_\_\_

**IF NOT, INDICATE SIGNIFICANT CHANGES:**

\_\_\_\_\_

\_\_\_\_\_

**SUPPORTING DATA REQUIRED:**

1.    Two sets of Contractor As-Built Plans



**FORM D: Application for Title Transfer, Public Sewer and Water Systems**

SUPPORTING DATA REQUIRED (cont.):

2. Electronic copy of As-Built Plans in AutoCad Format (Version 2000, Release 2 or newer) of the final development showing the potable water/sanitary sewer infrastructure, and the on-site and off-site utilities serving the project. Provide As-Built data information for inclusion into the Authority's GIS water/sewer system in ArcView Format as per the Rules and Regulations.
3. Maintenance Bond (15% of the Construction Cost) guaranteeing satisfactory performance of the system for a period of two (2) years from date of acceptance. (This is to be provided once the Form 'D' application has Board approval.)
4. All necessary documents approved by the Authority that will permit the dedication of all necessary property and easements that are an inherent and necessary part of the complete system.
5. Certification by the Authority Engineer as to the following:
  - A. The quality and content of the installed system.
  - B. That the As-Built plans are as herein described.
6. Proof of release of liens from all contractors, subcontractors and material suppliers.

**Schedule:** Within 45 days after this form has been received at the MUA office, the MUA Engineer will conduct a final inspection. Upon his recommendation to accept the systems, the MUA Solicitor will have executed the transfer of the necessary deeds, easements and/or public right – of – ways. The applicant will be notified that the MUA accepts the Maintenance Bond as of that date; releases him from the Performance Bond and agrees to take responsibility for the system.

---

DO NOT WRITE BELOW THIS LINE: WTMUA USE ONLY

---

Date Application Received: \_\_\_\_\_

Cash Escrowed: \$ \_\_\_\_\_ Surety Bond: \$ \_\_\_\_\_ Presented at Form 'C' submittal

\_\_\_\_\_  
The Washington Township Municipal  
Utilities Authority

**ACTION BY AUTHORITY:**

Final Inspection by MUA Engineer: \_\_\_\_\_

Result: \_\_\_\_\_

Recommended for Acceptance of Systems: \_\_\_\_\_

Legal documents executed: \_\_\_\_\_

**Vouchers Paid:**

Engineer Review: \$ \_\_\_\_\_ Paid: \_\_\_\_\_

Legal Fee: \$ \_\_\_\_\_ Paid: \_\_\_\_\_

Balance Returned to Applicant: \$ \_\_\_\_\_ Paid: \_\_\_\_\_

**THE WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**152 Whitman Drive, Turnersville, N.J. 08012**  
**Phone (856) 227-7788**

**FORM E:** APPLICATION FOR CONSTRUCTION OF PUBLIC SEWER AND OR WATER SYSTEM FOR AN INDIVIDUAL DWELLING UNIT INTO AN EXISTING WTMUA SYSTEM (Revised 7/5/79).

**PURPOSE:** To determine the technical and economic feasibility of existing sewer and/or water to the MUA system and to verify that the systems will be constructed in compliance with the WTMUA Rules and Regulations.

**FEES:** Application: \$25.00 Sewer \$25.00 Water

\*\* Inspection Fee: \$25.00 Sewer \$25.00 Water

\*\* Inspection Fees are to cover the cost of the WTMUA Superintendent's Inspection and the Superintendent or his designee is to be present at the time that the MUA system is being connected into and arrangements must be made prior to such connection to have the MUA office make a firm appointment for our Superintendent to be present.

1. **APPLICANT:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

2. **SERVICE LOCATION:** \_\_\_\_\_

Tax Map: Plate \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

3. **REGISTERED PLUMBER:**

Name \_\_\_\_\_

Phone \_\_\_\_\_

4. **SUPPORTING DATA REQUIRED:**

Two sets of plans of registered plumber showing the proposed line from the dwelling to the WTMUA main. Plans must include elevation.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

**FORM E: Construction-Public Sewer and/or Water-Individual dwelling into existing MUA system**

**TECHNICAL REQUIREMENTS:**

**SEWER:** Under no circumstances shall any new fixture be installed in a building lower than the front curb elevations or street centerline elevation, whichever is higher unless special precautions are incorporated into the new fixture installation to prevent surcharging of the new fixture from the sanitary sewer main from high flow or blockage.

Lateral from the house to the main shall be SDR 35 PVC. The connection to the main shall be through an approved wye or saddle. MUA Superintendent shall be present at the time of tapping into the MUA main.

A vertical inspection riser shall be installed in accordance with the attached Detail Sheet.

**WATER:** Lateral from house to main shall be 3/4" K copper with a curb stop and box one foot inside the curb. Valves shall be installed on each side of the Meter Yoke. Yoke may be picked up at the MUA office and shall be installed by the plumber. MUA shall install a meter with a remote readout.

---

DO NOT WRITE BELOW THIS LINE: WTMUA USE ONLY

---

Date Application Received: \_\_\_\_\_

Application Check \$ \_\_\_\_\_

Inspection Check \$ \_\_\_\_\_

\_\_\_\_\_  
Signature of WTMUA

Sewer Connection Fee: \$ \_\_\_\_\_ Paid \_\_\_\_\_

Water Connection Fee: \$ \_\_\_\_\_ Paid \_\_\_\_\_

Water Meter Fees: Yoke: \$ \_\_\_\_\_ Paid \_\_\_\_\_

Meters: \$ \_\_\_\_\_ Paid \_\_\_\_\_

Installation: \$ \_\_\_\_\_ Paid \_\_\_\_\_

TOTAL PAID \_\_\_\_\_ CHECK NUMBER \_\_\_\_\_

**THE WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**152 Whitman Drive, Turnersville, NJ 08012**  
**Phone: (856) 227-7788**

**FORM F**

**APPROVAL TO INSTALL ON-SITE SEPTIC SYSTEM AND/OR POTABLE WATER SYSTEMS AS APPROVED BY THE BOARD OF HEALTH**

**SELECT ONE: Water Only:\_\_\_\_\_ Sewer Only:\_\_\_\_\_ Water & Sewer:\_\_\_\_\_**

DATE: \_\_\_\_\_

APPLICANT:

Name: \_\_\_\_\_

PROJECT NAME (if other than applicants):

Name: \_\_\_\_\_

Location: \_\_\_\_\_

Tax Map: Plate: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

WHEREAS, The applicant has made a request for sewer and/or water service; and

WHEREAS, The Washington Township Municipal Utilities Authority has reviewed such request; and

WHEREAS, it is stipulated and agreed as follows:

1. The Authority has no objection to the installation of either an on-site disposal system or potable water system, whichever is indicated as appropriate pending property location, providing that all necessary approvals are granted by the appropriate Township, County and State agencies.
2. The Applicant agrees that when sewer and/or water facilities become available, the applicant or their successor in title will connect to the public sewer and/or water system.

Washington Township Municipal  
Utilities Authority

\_\_\_\_\_  
Authorized W.T.M.U.A. Signature

\_\_\_\_\_  
Applicants Signature

**THE WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**152 Whitman Drive, Turnersville, NJ 08012**  
**Phone: (856) 227-7788**

**FORM G**  
**CERTIFICATE OF AUTHORITY**

PROPERTY ADDRESS: \_\_\_\_\_

DEVELOPMENT: \_\_\_\_\_

BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_

FEES PAID: \_\_\_\_\_

WATER  
INSTALLATION: \_\_\_\_\_

SEWER  
INSTALLATION: \_\_\_\_\_

SUBMITTAL OF FORM 'D':    YES     N/A   

I hereby certify that the aforementioned is authorized to receive a certificate of occupancy.

\_\_\_\_\_  
Authority Official

\_\_\_\_\_  
Date

---

DO NOT WRITE BELOW THIS LINE:    WTMUA USE ONLY

---

PERMIT FEES: \_\_\_\_\_

ESCROW FEES: \_\_\_\_\_

METER FEES: \_\_\_\_\_

METER INSPECTION: \_\_\_\_\_

INSERT SAMPLE BONDS

## LIST OF SCHEDULED COSTS

TABLE I

### **Development Fees:**

<u>Preliminary Form A</u>	No Fees Charged
<u>Form A</u>	Application: \$ 25.00 sewer 25.00 water Review Fee: 1,000.00
<u>Form B</u>	Application: \$ 100.00 sewer 100.00 water Review Fee: 1,500.00 minimum escrow plus \$50.00 per DCU Pump Station if included: Review Fee: 1,500.00 (additional escrow)
<u>Form B-1</u>	Application: \$ 100.00 sewer 100.00 water Review Fee: 1,500.00 minimum escrow plus \$50.00 per DCU Pump Station if included: Review Fee: 1,500.00 (additional escrow)
Applications involving only one utility, minimum rate will be \$750.00.	
<u>Form C</u>	Application: \$ 400.00 sewer 400.00 water Review Fee: Five (5) per cent of the total water and sewer construction cost (as verified by the Authority engineer). Performance Bond: 120% of verified construction cost.
<u>Form C-2</u>	Application \$ 50.00 sewer 50.00 water Review Fee: Determined based on review.
<u>Form D</u>	Application \$ 25.00 sewer 25.00 water Review Fee: 700.00 Maintenance Bond: 15% of Performance Bond – 2 years
<u>Form E</u>	Application: \$ 25.00 sewer 25.00 water Inspection: \$ 25.00 sewer 25.00 water
<u>Form F</u>	No Fees Charged

## **TABLE II**

### **Fire Service**

#### PRIVATE:

<u>Hydrant</u>	<u>Per Annum</u>
For each fire hydrant	\$138.00

<u>Line Size</u>	<u>Per Annum</u>
Less than 2" line to fire service not connected to hydrant	\$ 120.00
2" line to fire service not connected to hydrant	240.00
2 ½" line to fire service not connected to hydrant	240.00
3" line to fire service not connected to hydrant	300.00
4" line to fire service not connected to hydrant	360.00
6" line to fire service not connected to hydrant	600.00
8" line to fire service not connected to hydrant	960.00
10" line to fire service not connected to hydrant	1320.00

Inspection Fees: \$125.00 per main connections

PUBLIC: Annual Fee: \$65,000.00 year

## **TABLE III**

Miscellaneous water use Fees:

### **Lawn Sprinkler**

- Connection Fees: (Only applicable if connecting to main)  
Equal to water connection fees (Commercial)  
One-half of water connection fee (Residential)

### **Pools**

- Filled by Meter: Volume determined by meter reading multiplied by current rate for appropriate meter size
- Filled by Hydrant: Fire Commissioner's approval prior to filling pool is required. Volume determined by measurement of pool multiplied by current rate for appropriate meter size. This option for Swim Clubs ONLY, residential pools will not be allowed to be filled by Hydrants.

Service charge for discontinuance of Service: \$25.00

Return check processing fee: \$25.00

Testing of Water Meter at Customers Request: \$25.00 for a meter 1" or less  
\$30.00 for a meter greater than 1" outlet

If meter does not test accurately (reads high) the meter test fee will be waived.



**Right to know:** \$.75 per page. If research is required, the cost is \$10.00.

**Search Fees:** Water: \$10.00  
Sewer: \$10.00

For industrial/commercial users who do not have public water, a meter must be installed on the well and the user will pay per DCU based on average water usage for the previous year.

**Meter Tampering**

A fine of \$250.00 for replacement of tampered meter.

- Premises shall be periodically checked for a period of two years to determine any subsequent offense. An additional surcharge in the amount of \$500.00 will be charged prior to restoring water service if the meter has been found to have been tampered with again.

**TABLE IV**

**Illegal Use of Hydrants**

A fine of \$100.00 per incident will be assessed for illegal use of fire hydrants.

- Filling of mobile tanks at a hydrant

A special hydrant shall be designated for filling of mobile tanks. A fee of \$25.00 per day shall be charged. No more than five (5) fillings per day will be allowed.

**TABLE V**

**SURCHARGE FOR ILLEGAL CONNECTIONS TO THE SANITARY SEWER SYSTEM**

<b><u>RESIDENTIAL</u></b>		<b><u>SURCHARGE</u></b>
Foundation Underdrains, Sump Pumps	\$ 100.00	First Year
	500.00	Second Year
	1,000.00	Annually thereafter
Floor Drains, Area Drains or Yard Drains	\$ 100.00	First Year
	500.00	Second Year
	1,000.00	Annually thereafter
Backwash or Drain Water from Swimming Pools	\$ 150.00	Annually
Rain Conductors or Downspouts	\$ 100.00	First year
	500.00	Second year
	1,000.00	Annually thereafter
Drains from Air Conditioner	\$ 100.00	Annually

**COMMERCIAL**

**SURCHARGE**

Foundation Underdrains Sump Pump	\$2,000.00	First year
	5,000.00	Annually thereafter
Floors Drains Area Drainer or Yard Drains	\$2,000.00	First year
	5,000.00	Annually thereafter
Rain Conductors or Downspout	\$2,000.00	Annually
	5,000.00	Annually thereafter
Drains from Air Conditioning or Refrigerator System.	\$2,000.00	First Year
	5,000.00	Annually thereafter
Drains from Storm Water Inlets or Catch Basins	\$2,000.00	First year
	5,000.00	Annually thereafter
Drains from Pieces of Equipment or Manufacturing Process	\$2,000.00	First year
	5,000.00	Annually thereafter

**TABLE VI**

**BILLING OF COMMERCIAL USERS WHO HAVE HIGHER THAN ONE (1)DCU.**

Sewer Charges: For each additional 21,000 (average water usage) or segment thereof, will be equal to one DCU. The variable cost is \$.45/1000 gallons, based on the average water usage.

Water Charges: One DCU for all users. If the meter stops, we will use an annual average for actual usage.

Residences with attached business will be billed at 1.5 DCU quarterly for sewer.

**POTABLE WATER CONNECTION FEES: \$ 2,950.00 (per DCU)**

**SEWAGE CONNECTION FEES: \$ 1,750.00 (per DCU)**

**TABLE VII**

**SURCHARGES**

Surcharge for illegal connection to the system (Water or Sewer):

For any connection made to the system: Connection fees at current rate plus \$500.00  
Each for water and sewer.

**NOTE:** Surcharges will become effective subsequent to thirty (30) day written notice of infraction

**TABLE VIII**

**Water Rates**

**TABLE IX**

**Sewer Rates**

**TABLE X**

**Senior Citizen Discounts**

A 40% reduction from the current fee (flat rate) will be extended to qualified senior citizens.

**Pump Station Special Assessments:**

Orchardview Pump Station	\$275 per DCU
Bells Lake Pump Station	\$625 per DCU
Hurffville-Crosskeys Pump Station	\$650 per DCU

**Impact Fee**

Whenever a new development impacts an existing sewer pumping station, there will be a fee of \$110.00 per dwelling unit.