



SEWER CONNECTION APPLICATION



In accordance with Article XI of *Rules, Regulations and Standards of the Northwest Bergen County Utilities Authority*, any person seeking to construct a direct or indirect connection to a municipal sewer system or the NBCUA's system shall pay a connection fee to the NBCUA. In accordance with this rule, this **Sewer Connection Application** must be completed and submitted to the Northwest Bergen County Utilities Authority along with the connection fee payment.

INSTRUCTIONS

1. Complete page 2 of this application including name and address of the applicant and property owner and a complete description of the project.
2. Complete the **Sewer Connection Fee Calculation Sheet** to determine the total connection fee to be paid to the Northwest Bergen County Utilities Authority.
3. Initial the relevant section of the **Sewer Connection Submittal Requirement Checklist**. Submit all **TWA** forms and information, if required.
4. Submit **Sewer Connection Application** and **connection fee** to the Northwest Bergen County Utilities Authority at the address listed on page 7 of this application.

PLEASE BE ADVISED THAT MUNICIPALITIES ARE PROHIBITED FROM ISSUING A BUILDING PERMIT UNTIL A NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY SEWER CONNECTION ENDORSEMENT FORM IS ISSUED BY THE NBCUA.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

SEWER CONNECTION APPLICATION

Applicant/Owner – Project Information

1. APPLICANT (Endorsement will be mailed to this party.)

Name _____ Contact _____
Address: _____
City _____ State _____ Zip Code _____
Phone No. _____ Fax No. _____

2. OWNER (If different from applicant)

Name _____ Contact _____
Address: _____
City _____ State _____ Zip Code _____
Phone No. _____ Fax No. _____

3. PROJECT

Address: _____
City _____ State New Jersey Zip Code _____
Block _____ Lot _____

DESCRIPTION: The project consists of _____

Are any existing structures being demolished as part of this project? YES NO

If yes, please detail. _____

| |
|-----------------------------------|
| Referral Number _____ |
| <small>For NBCUA use only</small> |

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

SEWER CONNECTION APPLICATION

Sewer Connection Fee Calculation Sheet

SECTION A

If existing structure(s) is being demolished as part of this project and new development is constructed in its place at the same location, the applicant is entitled to a credit against the total amount of gallons to be produced by the proposed development.

If existing structures are being demolished as part of this project, please complete Section A. If no existing structures are being demolished as part of this project, please skip Section A and go directly to Section B.

SECTION A: FILL IN THE COLUMNS FOR THE CRITERIA THAT APPLY TO THIS APPLICATION FOR EXISTING STRUCTURES.

| <u>Type of Establishment</u> | Measurement Unit | # of Units | Gallons per Day | GPD/Type |
|---|-------------------------|-------------------|------------------------|-----------------|
| Residential Dwelling (single family home, duplex unit, townhouse, condominium, apartment) | | | | |
| 1-bedroom unit | per dwelling | _____ | 150 | _____ |
| 2-bedroom unit | per dwelling | _____ | 225 | _____ |
| 3-bedroom unit or larger | per dwelling | _____ | 300 | _____ |
| Residential Dwelling (age restricted) | | | | |
| 1-bedroom unit | per dwelling | _____ | 110 | _____ |
| 2-bedroom | per dwelling | _____ | 170 | _____ |
| 3-bedroom | per dwelling | _____ | 225 | _____ |
| Institution (includes staff) | | | | |
| Hospital | per bed | _____ | 175 | _____ |
| Assisted living facility | per bed | _____ | 100 | _____ |
| Skilled nursing facility | per bed | _____ | 75 | _____ |
| Other institutions | per bed | _____ | 125 | _____ |
| Miscellaneous | | | | |
| Office building (gross area) | per square foot | _____ | 0.100 | _____ |
| Store and shopping center (gross area) | per square foot | _____ | 0.100 | _____ |
| Factory/warehouse (add process wastewater) | per employee | _____ | 25 | _____ |
| Factory/warehouse w/showers (add process wastewater) | per employee | _____ | 40 | _____ |
| Laundromat | per machine | _____ | 580 | _____ |
| Bowling alley | per alley | _____ | 200 | _____ |
| Picnic park (restrooms only) | per person | _____ | 10 | _____ |
| Picnic park with showers | per person | _____ | 15 | _____ |
| Fairgrounds (based upon average attendance) | per person | _____ | 5 | _____ |
| Assembly hall | per seat | _____ | 3 | _____ |
| Airport (based on passenger use) | per passenger | _____ | 3 | _____ |

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

SEWER CONNECTION APPLICATION

Section A Continued

| | | |
|---|----------------------|------|
| Church (worship area only) | per seat | 3 |
| Theater (indoor) | per seat | 3 |
| Dinner theater | per seat | 20 |
| Catering/banquet hall | per person | 20 |
| Sports stadium | per seat | 3 |
| Visitor's center | per visitor | 5 |
| Multi-member swimming pool | per person | 15 |
| Transit dwelling units | | |
| Hotels | Bedroom | 75 |
| Lodging houses and tourist homes | Bedroom | 60 |
| Motels and tourist cabins | Bedroom | 60 |
| Boarding houses (max. permitted occupancy) | Boarder | 50 |
| Camps | | |
| Campground/mobile rec. vehicle/tent | Site | 100 |
| Parked mobile trailer site | Site | 200 |
| Children's camps | Bed | 50 |
| Labor camps | Bed | 40 |
| Day camps – no meals | Person | 15 |
| Restaurants (including washrooms and turnover) | | |
| Average restaurant | Seat | 35 |
| Bar/Cocktail lounges | Seat | 20 |
| Fast food restaurant | Seat | 15 |
| 24 hours service restaurant | Seat | 50 |
| Curb service/drive-in restaurant | Car space | 50 |
| Clubs | | |
| Residential | Member | 75 |
| Nonresidential | Member | 35 |
| Racquet club | (per court per hour) | 80 |
| Bathhouse with shower | Person | 25 |
| Bathhouse without shower | Person | 10 |
| Schools (includes staff) | | |
| No shower or cafeteria | Student | 10 |
| With cafeteria | Student | 15 |
| With cafeteria and showers | Student | 20 |
| With cafeteria and showers and laboratories | Student | 25 |
| Boarding | Student | 75 |
| Automobile service station | | |
| Service station | Per filling position | 125 |
| Service bays | Per bay | 50 |
| Mini-market | Per square foot | .100 |

Section "A" Total GPD Credit _____

To the extent the existing structure(s) being demolished is not covered by the above criteria, the projected flow shall be proposed by the applicant based on similar operations or best professional judgment, and such projection shall be accepted, rejected, or modified by the NBCUA, exercising his reasonable discretion.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

SEWER CONNECTION APPLICATION

SECTION B

Please complete Section B for all structures proposed to be constructed for this project.

SECTION B: FILL IN THE COLUMNS FOR THE CRITERIA THAT APPLY TO THIS APPLICATION FOR PROPOSED STRUCTURES.

| Type of Establishment | Measurement Unit | # of Units | Gallons per Day | GPD/Type |
|---|-------------------------|-------------------|------------------------|-----------------|
| Residential Dwelling (single family home, duplex unit, townhouse, condominium, apartment) | | | | |
| 1-bedroom unit | per dwelling | _____ | 150 | _____ |
| 2-bedroom unit | per dwelling | _____ | 225 | _____ |
| 3-bedroom unit or larger | per dwelling | _____ | 300 | _____ |
| Residential Dwelling (age restricted) | | | | |
| 1-bedroom unit | per dwelling | _____ | 110 | _____ |
| 2-bedroom | per dwelling | _____ | 170 | _____ |
| 3-bedroom | per dwelling | _____ | 225 | _____ |
| Institution (includes staff) | | | | |
| Hospital | per bed | _____ | 175 | _____ |
| Assisted living facility | per bed | _____ | 100 | _____ |
| Skilled nursing facility | per bed | _____ | 75 | _____ |
| Other institutions | per bed | _____ | 125 | _____ |
| Miscellaneous | | | | |
| Office building (gross area) | per square foot | _____ | 0.100 | _____ |
| Store and shopping center (gross area) | per square foot | _____ | 0.100 | _____ |
| Factory/warehouse (add process wastewater) | per employee | _____ | 25 | _____ |
| Factory/warehouse w/showers (add process wastewater) | per employee | _____ | 40 | _____ |
| Laundromat | per machine | _____ | 580 | _____ |
| Bowling alley | per alley | _____ | 200 | _____ |
| Picnic park (restrooms only) | per person | _____ | 10 | _____ |
| Picnic park with showers | per person | _____ | 15 | _____ |
| Fairgrounds (based upon average attendance) | per person | _____ | 5 | _____ |
| Assembly hall | per seat | _____ | 3 | _____ |
| Airport (based on passenger use) | per passenger | _____ | 3 | _____ |
| Church (worship area only) | per seat | _____ | 3 | _____ |
| Theater (indoor) | per seat | _____ | 3 | _____ |
| Dinner theater | per seat | _____ | 20 | _____ |
| Catering/banquet hall | per person | _____ | 20 | _____ |
| Sports stadium | per seat | _____ | 3 | _____ |
| Visitor's center | per visitor | _____ | 5 | _____ |
| Multi-member swimming pool | per person | _____ | 15 | _____ |
| Transit dwelling units | | | | |
| Hotels | Bedroom | _____ | 75 | _____ |
| Lodging houses and tourist homes | Bedroom | _____ | 60 | _____ |
| Motels and tourist cabins | Bedroom | _____ | 60 | _____ |
| Boarding houses (max. permitted occupancy) | Boarder | _____ | 50 | _____ |

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

SEWER CONNECTION APPLICATION

Section B Continued

Camps

| | | |
|-------------------------------------|--------|-----|
| Campground/mobile rec. vehicle/tent | Site | 100 |
| Parked mobile trailer site | Site | 200 |
| Children's camps | Bed | 50 |
| Labor camps | Bed | 40 |
| Day camps – no meals | Person | 15 |

Restaurants (including washrooms and turnover)

| | | |
|----------------------------------|-----------|----|
| Average restaurant | Seat | 35 |
| Bar/Cocktail lounges | Seat | 20 |
| Fast food restaurant | Seat | 15 |
| 24 hours service restaurant | Seat | 50 |
| Curb service/drive-in restaurant | Car space | 50 |

Clubs

| | | |
|--------------------------|----------------------|----|
| Residential | Member | 75 |
| Nonresidential | Member | 35 |
| Racquet club | (per court per hour) | 80 |
| Bathhouse with shower | Person | 25 |
| Bathhouse without shower | Person | 10 |

Schools (includes staff)

| | | |
|---|---------|----|
| No shower or cafeteria | Student | 10 |
| With cafeteria | Student | 15 |
| With cafeteria and showers | Student | 20 |
| With cafeteria and showers and laboratories | Student | 25 |
| Boarding | Student | 75 |

Automobile service station

| | | |
|-----------------|----------------------|------|
| Service station | Per filling position | 125 |
| Service bays | Per bay | 50 |
| Mini-market | Per square foot | .100 |

Section B Total GPD _____

To the extent the proposed development is not covered by the above criteria, the projected flow shall be proposed by the applicant based on similar operations or best professional judgment, and such projection shall be accepted, rejected, or modified by the NBCUA, exercising his reasonable discretion.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

SEWER CONNECTION APPLICATION

CONNECTION FEE SUMMARY

| | | |
|---|----------------|-----------------|
| 1. Section B Total GPD | _____ | |
| 2. Section A Total GPD Credit | _____ | Credit (if any) |
| 3. Total GPD (Section B – Section A) | _____ | GPD |
| 4. Connection Fee Rate (per gallon) | <u>\$19.21</u> | Rate |
| 5. Total Connection Fee Due (line 3 x line 4) | _____ | |

Please make check payable to: Northwest Bergen County Utilities Authority

Mail completed package to:

Northwest Bergen County Utilities Authority
30 Wyckoff Avenue @ Authority Drive
Box 255
Waldwick, New Jersey 07463

Attn: Alison Gordon

Telephone: 201.447.2660

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

SEWER CONNECTION APPLICATION

Sewer Connection Submittal Requirement Checklist

INITIAL AS
ENCLOSED

- _____ 1. Accurate information from applicant/owner and project location and description has been provided in the fields on page 2 of this application.
- _____ 2. Municipal endorsement of the project (where applicable*).
- _____ 3. Endorsement of project by local sewer authority (where applicable*).
- _____ 4. The appropriate payment of the sewer connection fee as calculated in accordance with the attached **Sewer Connection Fee Calculation Sheet** or by the NBCUA. Payment shall be in the form of a check or money order made payable to: **NORHTWEST BERGEN COUNTY UTILITIES AUTHORITY**. Please write the project address on the check or money order.
- _____ 5. If existing structure(s) is being demolished as part of this project, please provide the appropriate documents, such as the certificate of occupancy detailing the type and square footage of the structure being demolished.
- _____ 6. For any project requiring a **TREATMENT WORKS APPROVAL (TWA)** from the New Jersey Department of Environmental Protection (NJDEP), the following shall also be submitted.
 - ___ One (1) original and one (1) copy of the Treatment Works Approval application (TWA-1) including plans and specifications. Drawings should be provided as .pdf files as well as hard copy.
 - ___ One (1) original and one (1) copy of the Statements of Consent form (WQM-003)
 - ___ One (1) original and one (1) copy of the Engineer's Report (WQM-006)
 - ___ Two (2) copies of the Site, Utility, Profile, and Detail Plans for all underground facilities
 - ___ TWA \$100 review fee.

The Connection Application Package shall, at a minimum, consist of all of the above that is applicable to be considered complete and may be mailed, or if hand-delivered – by appointment only, to the address below.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
30 Wyckoff Avenue, PO Box 255
Waldwick, NEW JERSEY 07463

THE NBCUA REVIEW PROCESS WILL NOT COMMENCE UNTIL THE COMPLETED PACKAGE, INCLUDING CONNECTION FEE PAYMENT, HAS BEEN RECEIVED.

I HEREBY CERTIFY THAT THE INFORMATION PROVIDED IN THIS SEWER CONNECTION APPLICATION IS TRUE, CORRECT, AND COMPLETE TO THE BEST OF MY INFORMATION AND BELIEF. I AM AWARE THAT I AM SUBJECT TO PENALTIES OF LAW IF ANY OF THE INFORMATION IN THIS SEWER CONNECTION APPLICATION IS WILLFULLY FALSE.

Submitted by: _____ (signature) _____ (print name) _____ (date)

* Contact NBCUA