



# Sussex County Municipal Utilities Authority

34 South Route 94  
Lafayette, NJ 07848  
973-579-6998 /F: 973-579-7819  
www.scmua.org

## APPLICATION FOR SCMUA APPROVAL/ENDORSEMENT (FORM SCMUA – 1)

This application is necessary for the requisite approval and/or endorsement by the Sussex County Municipal Utilities Authority (SCMUA) of the constructions plans, specifications, and engineering wastewater reports for any and all proposed wastewater collection, conveyance, and/or treatment and disposal facilities within the District of the SCMUA (Attachment #1), in the County of Sussex, State of New Jersey, pursuant to N.J.S.A. 40:14B-61. This application form and supporting documentation shall be filed in **triplicate**, accompanied by the SCMUA Application Checklist (Form SCMUA-2); three (3) copies of signed/sealed project plans, specifications, and technical design reports; and the required SCMUA review fee (as outlined in Attachment #2) pursuant to the applicable SCMUA Rate Schedule in effect.

### 1. PROJECT NAME

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

### 2. APPLICANT/OWNER\*

Name: \_\_\_\_\_ Telephone ( ) \_\_\_\_\_

Permanent Legal Address \_\_\_\_\_

City or Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

*\* Application/Owner should be the eventual owner of the proposed Wastewater Facilities.*

### 3. LOCATION OF ACTIVITY

Name of Facility/Site \_\_\_\_\_

Street Address/Location \_\_\_\_\_

Lot No. \_\_\_\_\_ Block No. \_\_\_\_\_

City or Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Municipality \_\_\_\_\_ County \_\_\_\_\_

**4. NEW JERSEY LICENSED PROFESSIONAL ENGINEER**

Name \_\_\_\_\_ N.J. License No. \_\_\_\_\_

Name of Firm, if employee \_\_\_\_\_

Mailing Address \_\_\_\_\_

City or Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

**5. ESTIMATED CONSTRUCTION COST**

Cost of wastewater facilities proposed in this application \$ \_\_\_\_\_  
(attach a breakdown of the cost of all items related to the construction of the proposed treatment works)

**6. OTHER REQUIRED PERMITS/ENDORSEMENTS**

If any of the following applications are needed for this project, provide the applicable information.

Permit Type	Application Status*		Application Date (or Application No.)
	Pending	Approved	
• NJDEP Treatment Works Approval	_____	_____	_____
• Water Quality Management Plan Amendment	_____	_____	_____
• Stream Encroachment	_____	_____	_____
• Freshwater Wetlands	_____	_____	_____
• NJPDES (DWS, DGW, or SIU)	_____	_____	_____
• Municipal Endorsement (Municipality as per #3, above)	_____	_____	_____

(\* - If any of the above applications were approved, please provide a copy of the approval with this application)

**7. WASTEWATER ALLOCATION**

Wastewater Flow Allocation Available \_\_\_\_\_  
Yes No N/A

Allocation Gallonage \_\_\_\_\_ Municipality/Entity \_\_\_\_\_

**8. PROJECT DESCRIPTION**

(Brief Description of Proposed Wastewater Facilities; Intended Use; Number of Proposed Units of each type to be served; Average Daily Flow per unit and per project and, if to be served by the Upper Walkkill Treatment Plant, number of EDU's as per SCMUA EDU Schedule (Attachment #3). Use additional sheets if necessary).

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**9. PROPERTY OWNER'S CERTIFICATION**

I hereby certify that I, \_\_\_\_\_  
(Property Owner's Name)

own the property identified in this application. As owner, I grant permission for the activity to be permitted under this application and authorize the SCMUA or their representatives to conduct on-site inspections, if necessary. If the construction activity will take place in an easement, I certify that with this application, I presently have or will obtain permission of the property owner(s) to initiation of construction of the proposed treatment works.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print or Type: Name and Position

**10. STATEMENT OF PREPARER OF PLANS, SPECIFICATIONS, ENGINEER'S REPORT AND APPLICATION**

I hereby certify that this application and associated engineering plans, specifications, and engineer's report applicable to this project comply with the current rules and regulations of the SCMUA and NJDEP with exceptions as noted.

\_\_\_\_\_  
Signature of Engineer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print or Type: Name and Position

PROFESSIONAL ENGINEERS  
EMBOSSSED SEAL

**11. PROPER CONSTRUCTION AND OPERATION CLAUSE**

I, the Applicant/Owner, \_\_\_\_\_, agree that the proposed wastewater facilities will be properly constructed and operated in accordance with the engineering plans, specifications and conditions under which approval is granted by the SCMUA and NJDEP. I certify that the entity identified herein shall ensure that the wastewater facilities are operated in accordance with NJDEP regulations and the associated NJPDES permit.

\_\_\_\_\_  
Signature of Applicant/Owner

\_\_\_\_\_  
Entity Name

\_\_\_\_\_  
Print or Type: Name

\_\_\_\_\_  
Entity Address

\_\_\_\_\_  
Date

\_\_\_\_\_  
City State ZipCode

**12. CERTIFICATION BY APPLICANT/OWNER**

I certify, under penalty of law, that the information provided in this application and the attachments is true, accurate, and complete. I am aware that there are significant civil and criminal penalties for submitting false, inaccurate, or incomplete information, including fines and/or imprisonment.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print or Type: Name and Position

FORM SCMUA –1  
ATTACHMENT #1

The SCMUA’s District currently includes the following municipalities:

- Andover Borough
- Andover Township
- Branchville Borough
- Frankford Township
- Franklin Borough
- Green Township
- Hamburg Township
- Hardyston Township
- Lafayette Township
- Montague Township
- Ogdensburg Township
- Sandyston Township
- Sparta Township
- Stillwater Township
- Sussex Borough
- Vernon Township
- Walpack Township
- Wantage Township

This listing of SCMUA District Municipalities should be referenced to determine the applicability of SCMUA reviews, approvals, and endorsements, as well as “effected party” designations for 208 planning purposes, as per NJSA 40:14-61, et seq:

40:14B-61. Consent required for construction of other sewage facility. No sewage disposal plant or other facilities for the collection, treatment or disposal of sewage arising within a district shall be constructed unless the municipal authority shall give its consent thereto and approve the plans and specifications therefore. No facilities for the distribution of water within a district shall be constructed unless the municipal authority shall give its consent thereto and approve the plans and specifications therefore. Each municipal authority is hereby empowered to give any such consent and approval, subject, however, to the terms and provisions of any agreement with the holders of bonds. Upon submission to the authority of a complete application for approval of such a plant or facilities, the authority shall approve or disapprove the application within 90 days of the date of its submission, but the authority may extend the time for period not to exceed 30 days by adoption of a resolution therefore. As used in this section, “complete application” means an application form completed as specified by resolution and the rules and regulation of the authority, and the accompanying documents, plans and specifications required by resolution for approval of the plant or facilities. An application shall be certified as complete, for the purposes of the commencement of the time for action by the authority, immediately upon the meeting of the requirements specified in the resolution and the rules and regulations of the authority. Failure of a municipal authority to approve or disapprove plans and specifications submitted pursuant to this section within such time, shall constitute approval thereof and consent of the authority to construction of the plant or facilities.

**FORM SCMUA –1**  
**ATTACHMENT #2**

**SCMUA Review Fees FY2017**

I. Review Fees

A. Treatment Works Approval Application Review Fees:

Fees for Authority review of Treatment Works Approval Applications (TWA) and/or Endorsement for Approval of Wastewater Treatment, Conveyance and Disposal Facilities shall be as follows:

<u>Type Facility/Review</u>	<u>Amount of Fee</u>
Minimum Fee	\$1,500 per TWA/ Endorsement
Subsurface Disposal	\$1,500 per disposal system
Pipelines	\$1,500 per mile or part thereof
Pumping Stations	\$1,000 per pumping station (less than 8,000 gpd) \$2,500 per pumping station (8,000 gpd or more)
Treatment Plants	\$5,000 for first 100,000 GPD capacity, plus \$2,500 for each 100,000 GPD thereafter (or portion thereof)
Repeat/Concurrent Review	Repeat reviews of incomplete or substandard submittals/resubmittals, or work in progress concurrent reviews with endorsing agencies/ municipalities may require the assessment of repeat or additional fees, at the discretion of the Authority based on additional review effort required.

B. Review Fees for Endorsement of Wastewater Management Plans (WMP) and Amendments, Water Quality Management Plan (WQMP) Amendments, and NJPDES - SIU, DGW, DSW Permits:

An initial application fee in the amount of \$1,500 shall be required for review of the above prior to endorsement by the Authority. The initial \$1,500 application fee shall be applied to the actual cost of review by the Authority's Engineers, Attorney, and Staff. All expenses in excess of \$1,500 shall be billed to the requesting party.

C. SCMUA Staff Reviews/Inspections/Actions:

Any necessary reviews, inspections, and/or actions performed by SCMUA Staff above and beyond the scope of review fees per Sections VII.A. and VII.B., listed above, and directly relevant to a specific project, applicant, or escrow account may be billed in accordance with the following rates:

Chief Engineer = \$75/hour  
Superintendent = \$60/hour  
Environmental Consultant = contracted hourly rate

**Groundwater Remediation**

Groundwater remediation discharges into the Upper Wallkill System will be considered on a case-by-case basis. The applicant shall be required to pay a \$1,500 review fee to the SCMUA. If an Authorization to Discharge Permit is granted, the Hauled Sewage Rate shall apply. Approvals for connection to the local sewer system are the responsibility of the applicant.

FORM SCMUA – 2  
APPLICATION CHECKLIST

YES	NO	
_____	_____	1. Application Checklist (FORM SCMUA-2) signed and dated by Applicant.
_____	_____	2. Original (plus 2 copies) Application FORM SCMUA-1, completed, signed and sealed *(Applications for SCMUA Endorsement complete Sections 1,2,3,4,6,7,8,10 and 12).
_____	_____	3. Application Review Fee Enclosed (FORM SCMUA-1, ATTACHMENT #2).
_____	_____	4. Project Plans & Specifications (3 sets), signed and sealed *(for all construction approvals).
_____	_____	5. Project Engineering (Planning/Design) Report (3 copies), signed and sealed.*
_____	_____	6. Project/Site Location Map (3 copies) on USGS Quadrangle Map with project/site clearly delineated.
_____	_____	7. Municipal Endorsement (per FORM SCMUA-1, Section 6).

\*NOTE: Application documents to be signed/sealed by a New Jersey Licensed Professional Engineer.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print or Type: Name and Position



## TABLE I - 2017 UPPER WALLKILL RATE SCHEDULE

### NUMBER OF EDU'S FOR THE PURPOSE OF CALCULATING CONNECTION FEES

	<u>Unit of Measurement</u>	<u>Gallons Per Day</u>	<u>No. of EDU's</u>
<b><u>RESIDENTIAL</u></b>			
Single Family Private Dwelling	Per Dwelling	250	1.00
Multiple Dwellings (Condo's, Townhouses, etc.)			
1 Bedroom per Dwelling	Per Dwelling	140	0.60
2 Bedroom per Dwelling	Per Dwelling	200	0.80
3 Bedroom per Dwelling	Per Dwelling	250	1.00
<b><u>DEED RESTRICTED ADULT COMMUNITIES</u></b>			
1 Bedroom per Dwelling	Per Dwelling	110	0.44
2 Bedroom per Dwelling	Per Dwelling	170	0.68
3 Bedroom per Dwelling	Per Dwelling	225	0.90
<b><u>TRANSIT DWELLING UNIT</u></b>			
Hotels	Per Bedroom	75	0.30
Lodging Houses & Tourist Homes	Per Bedroom	60	0.24
Motel & Tourist Cabins	Per Bedroom	60	0.24
Boarding Houses (Resident)	Per Border	50	0.20
Hotel/Condo Units*	Per Bedroom	*	*
<b><u>CAMPS</u></b>			
Campground/mobile vehicle/tent/cabin (Private Bath)	Per Site	200	0.80
Campground/mobile vehicle/tent/cabin (Central Bath, etc.)	Per Site	100	0.40
Children's Camps (Central Bath, etc.)	Per Person	50	0.20
Labor Camps	Per Person	40	0.16
Day Camps (No Meals)	Per Person	15	0.06
<b><u>RESTAURANTS (incl. Washrooms)</u></b>			
Average Type	Per Seat	35	0.14
Bar/Cocktail Lounges	Per Seat	20	0.08
Fast Food Restaurant (no table service)	Per Seat	15	0.06
24-Hr Service Restaurant	Per Seat	50	0.20
Curb Service/ Drive-In Restaurant	Per Car Space	50	0.20
<b><u>CLUBHOUSES</u></b>			
Residential Type	Per Member	75	0.30
Non-Residential	Per Member	35	0.14
Golf Course (incl. Related Facilities)	Per Person	35	0.14
Racquet Club	Per Court/Hour	80	0.32
Pool/Beach Bathhouse w/ shower	Per Person	25	0.10
Pool/Beach Bathhouse w/o shower	Per Person	10	0.04
<b><u>INSTITUTIONAL</u></b>			
Hospitals	Each Bed	175	0.70
Assisted Living	Each Bed	100	0.40
Other	Each Bed	125	0.50

\* Hotel/Condo units shall be evaluated upon information submitted by the Developer/Municipality with emphasis on zoning and deed restrictions imposed on the facilities. The SCMUA Board of Commissioners sole discretion shall be final. In no event shall the connection fee be less than the "hotel rate".

**TABLE I - 2017 UPPER WALLKILL RATE SCHEDULE**

**NUMBER OF EDU'S FOR THE PURPOSE OF CALCULATING CONNECTION FEES**

<u>SCHOOLS</u>	<u>Unit of Measurement</u>	<u>Gallons Per Day</u>	<u>No. of EDU's</u>
Elementary (No Showers/Cafeteria)	Per Person	10	0.04
w/ Cafeteria	Per Person	15	0.06
w/ Cafeteria and Showers	Per Person	20	0.08
w/ Cafeteria, Showers & Laboratories	Per Person	25	0.10
Boarding	Per Person	75	0.30
<b><u>AUTOMOBILE SERVICE STATIONS</u></b>			
(Additive)	Per Filling Position	125	0.50
Service Bays	Per Bay	50	0.20
Minimarket	Per Square Foot	0.100	*
<b><u>MISCELLANEOUS</u></b>			
Stores, Shopping Centers & Office Buildings (Gross Area)	Per Square Foot	0.100	*
Factories (Sanitary, Per 8 Hr. Shift)	Per Person	25	0.10
Factories (Sanitary, Per 8 Hr. Shift) w/ showers	Per Person	40	0.16
Car Washing (Without Recycling)	Standard	1500	6.00
Car Washing (With Recycling)	Standard	750	3.00
Laundries	Per Washer	580	2.32
Bowling Alley	Per Alley	200	0.80
Picnic Parks (Restrooms only)	Per Person	10	0.04
Picnic Parks (w/ Showers)	Per Person	15	0.06
Fairgrounds (Based on Avg. Attendance)	Per Person	5	0.02
Assembly Halls	Per Seat	3	0.01
Airports	Per Passenger	3	0.01
Churches	Per Seat	3	0.01
Theatre	Per Seat	3	0.01
Dinner Theatre	Per Seat	20	0.08
Catering/Banquet Hall	Per Person	20	0.08
Sports Stadium	Per Seat	3	0.01
Visitor Center	Per Visitor	5	0.02

The SCMUA reserves the right to modify the number of gallons and EDU's per unit of measurement assigned to any user based upon the projected design flow for each application, or best engineering judgement when allowing for multiple uses.

\* NOTE: 250 Gallons Per Day = 1 EDU; the number of EDU's shall be determined by multiplying the area of the building (in square feet) by 0.100 gpd/sq. ft., and dividing the resulting product by 250 gpd/EDU.

**The minimum connection fee charged other than for "Residential" and "Deed Restricted Adult Communities" shall be 1 EDU. The connection fee shall be based on Table 1 and rounded up to the next 0.25 EDU - Examples: Calculated = 1.37 shall be rounded up to 1.50 EDU for calculating the connection fee; 2.90 shall be rounded up to 3.0 EDUs.**

**TABLE 2 - 2017 PAULINSKILL RATE SCHEDULE**

**NUMBER OF EDU'S FOR THE PURPOSE OF CALCULATING CONNECTION FEES**

	<u>Unit of Measurement</u>	<u>Gallons Per Day</u>	<u>No. of EDU's</u>
<b><u>RESIDENTIAL</u></b>			
Single Family Private Dwelling	Per Dwelling	210	1.00
Multiple Dwellings (Condo's, Townhouses, etc.)			
1 Bedroom per Dwelling	Per Dwelling	105	0.60
2 Bedroom per Dwelling	Per Dwelling	168	0.80
3 Bedroom per Dwelling	Per Dwelling	210	1.00
<b><u>DEED RESTRICTED ADULT COMMUNITIES</u></b>			
1 Bedroom per Dwelling	Per Dwelling	92	0.44
2 Bedroom per Dwelling	Per Dwelling	143	0.68
3 Bedroom per Dwelling	Per Dwelling	189	0.90
<b><u>TRANSIT DWELLING UNIT</u></b>			
Hotels	Per Bedroom	63	0.30
Lodging Houses & Tourist Homes	Per Bedroom	50	0.24
Motel & Tourist Cabins	Per Bedroom	50	0.24
Boarding Houses (Resident)	Per Border	42	0.20
Hotel/Condo Units*	Per Bedroom	*	*
<b><u>CAMPS</u></b>			
Campground/mobile vehicle/tent/cabin (Private Bath)	Per Site	168	0.80
Campground/mobile vehicle/tent/cabin (Central Bath, etc.)	Per Site	84	0.40
Children's Camps (Central Bath, etc.)	Per Person	42	0.20
Labor Camps	Per Person	34	0.16
Day Camps (No Meals)	Per Person	13	0.06
<b><u>RESTAURANTS (incl. Washrooms)</u></b>			
Average Type	Per Seat	29	0.14
Bar/Cocktail Lounges	Per Seat	17	0.08
Fast Food Restaurant (no table service)	Per Seat	13	0.06
24-Hr Service Restaurant	Per Seat	42	0.20
Curb Service/ Drive-In Restaurant	Per Car Space	42	0.20
<b><u>CLUBHOUSES</u></b>			
Residential Type	Per Member	63	0.30
Non-Residential	Per Member	29	0.14
Golf Course (incl. Related Facilities)	Per Person	29	0.14
Racquet Club	Per Court/Hour	67	0.32
Pool/Beach Bathhouse w/ shower	Per Person	21	0.10
Pool/Beach Bathhouse w/o shower	Per Person	8	0.04
<b><u>INSTITUTIONAL</u></b>			
Hospitals	Each Bed	147	0.70
Assisted Living	Each Bed	84	0.40
Other	Each Bed	105	0.50

\* Hotel/Condo units shall be evaluated upon information submitted by the Developer/Municipality with emphasis on zoning and deed restrictions imposed on the facilities. The SCMUA Board of Commissioners sole discretion shall be final. In no event shall the connection fee be less than the "hotel rate".

## TABLE 2 - 2017 PAULINSKILL RATE SCHEDULE

### NUMBER OF EDU'S FOR THE PURPOSE OF CALCULATING CONNECTION FEES

<b><u>SCHOOLS</u></b>	<u>Unit of Measurement</u>	<u>Gallons Per Day</u>	<u>No. of EDU's</u>
Elementary (No Showers/Cafeteria)	Per Person	8	0.04
w/ Cafeteria	Per Person	13	0.06
w/ Cafeteria and Showers	Per Person	17	0.08
w/ Cafeteria, Showers & Laboratories	Per Person	21	0.10
Boarding	Per Person	63	0.30
<b><u>AUTOMOBILE SERVICE STATIONS</u></b>			
(Additive)	Per Filling Position	105	0.50
Service Bays	Per Bay	42	0.20
Minimarket	Per Square Foot	0.100	*
<b><u>MISCELLANEOUS</u></b>			
Stores, Shopping Centers & Office Buildings (Gross Area)	Per Square Foot	0.100	*
Factories (Sanitary, Per 8 Hr. Shift)	Per Person	21	0.10
Factories (Sanitary, Per 8 Hr. Shift) w/ showers	Per Person	34	0.16
Car Washing (Without Recycling)	Standard	1260	6.00
Car Washing (With Recycling)	Standard	630	3.00
Laundries	Per Washer	487	2.32
Bowling Alley	Per Alley	168	0.80
Picnic Parks (Restrooms only)	Per Person	8	0.04
Picnic Parks (w/ Showers)	Per Person	13	0.06
Fairgrounds (Based on Avg. Attendance)	Per Person	4	0.02
Assembly Halls	Per Seat	2	0.01
Airports	Per Passenger	2	0.01
Churches	Per Seat	2	0.01
Theatre	Per Seat	2	0.01
Dinner Theatre	Per Seat	17	0.08
Catering/Banquet Hall	Per Person	17	0.08
Sports Stadium	Per Seat	2	0.01
Visitor Center	Per Visitor	4	0.02

The SCMUA reserves the right to modify the number of gallons and EDU's per unit of measurement assigned to any user based upon the projected design flow for each application, or best engineering judgement when allowing for multiple uses.

\* **NOTE:** 210 Gallons Per Day = 1 EDU; the number of EDU's shall be determined by multiplying the area of the building (in square feet) by 0.100 gpd/sq. ft., and dividing the resulting product by 210 gpd/EDU.

**The minimum connection fee charged other than for "Residential" and "Deed Restricted Adult Communities" shall be 1 EDU. The connection fee shall be based on Table 2 and rounded up to the next 0.25 EDU - Examples: Calculated = 1.37 shall be rounded up to 1.50 EDU for calculating the connection fee; 2.90 shall be rounded up to 3.0 EDUs.**