

PENNSAUKEN SEWERAGE AUTHORITY

PROCEDURAL GUIDE

APPLICATION - CONNECTION
AND REVIEW

Procedures for the application and approval of connections to the Pennsauken Sanitary Sewer System. This document covers application and review requirements ONLY. For further information refer to the Pennsauken Sewerage Authority "Schedule of Rates and Rules and Regulations" which can be obtained at the Sewerage Authority office, 1250 John Tipton Blvd., Pennsauken, New Jersey.

The Owner of the property for which approval is sought, or his representative shall submit the materials and data, as stipulated below, to the Executive Director of the Authority:

Mr. Bill Orth, Executive Director
Pennsauken Sewerage Authority
1250 John Tipton Blvd.
Pennsauken, NJ 08110

1. All applications must be accompanied by the initial filing fee of \$15.00. When the application is made for Multiple Units, Commercial, and Industrial Connections, said application shall also be accompanied by an escrow fee of \$2,500.00 which shall be utilized to establish an escrow fund from which shall be paid all engineering and legal review fees.
2. After preliminary review, the Authority's Engineer will provide an estimate of Total Fees which are to be paid before initiating construction.
3. The Applicant shall forward two (2) copies of all plans and three (3) copies of the completed application and specifications if applicable. (The plans shall be revised and resubmitted until approval is obtained.) Industrial and commercial applicants shall, in addition to the above, furnish a detailed description which shall include the type and size of the building(s); the nature of the business to be conducted; the number and type of fixtures to be served; the type, volume and chemical characteristics of the waste to be discharged. The plans which accompany the application shall also show:
 - a. The boundaries of the property;
 - b. The location and dimensions of the

structure(s) to be served;

- c. The location, profile, and grades of all piping and appurtenances;
 - d. Details of the proposed connections (including but not limited to size(s), type, and construction details of pipe and appurtenances), and arrangement and details of meter installation (if required). All plans and specifications must be signed and sealed by the owner's Engineer/Architect.
4. If the connection involves the extension of a sewer main, the Applicant will be required to obtain the approval of the State of New Jersey, Department of Environmental Protection (NJDEP). This application must be endorsed by the Authority. All expenses connected with this submission shall be borne by the applicant.
 5. Upon approval by the Authority's Engineer and the NJDEP, the Engineer will calculate the initial connection fee based on expected gallonage. Applicant will furnish, as a part of his application, the support data relative to type of installation, estimated water consumption, etc., which is necessary to complete these calculations. The initial connection fee is to be paid prior to start of construction.
 6. Upon approval and prior to construction, the applicant will be required to post a Performance Bond in an amount equal to the cost of construction as estimated by the Authority's Engineer.

PENNSAUKEN SEWERAGE AUTHORITY

1250 John Tipton Blvd

Pennsauken, NJ 08110

(856)663-5542 FAX (856)663-5718

APPLICATION FOR SEWER PERMIT

Please allow 2 business days for review

Type of permit requested: New Connection Disconnect Reconnection Lateral Repair

1. Permit to be issued for:: Block _____ Lot _____

Address _____

Owner _____

Phone # _____

2. Owner's mailing address is different from above:

3. Plumber or builder's name _____
Circle one Plumber Builder

4. Indicate on attached map where connection, disconnect or repair will be made.

5. Type of material used and type of connection made _____

If you are applying for a disconnect, reconnect or repair application stop here, new connection applicants continue.

6. Proposed use of property _____

7. Number & type of plumbing connections _____

8. Anticipated gallons per day of sewerage usage _____
Average single home uses 285 gallons

9. When will connection be made? _____

Call 663-5542 48 hours prior to connecting, repairing or disconnecting to schedule your inspection. An inspector from PSA must be present for all of the above. Failure to have proper inspection will require you expose the area for our inspector's examination.

For Office Use Only:

Disposition _____

Comments or Conditions: _____

Signature _____ Date _____

Application Fee Received \$ _____ Permit Fee Received \$ _____

Date Issued _____ Permit # _____ (Attach copy of permit)

Inspection Requested for: _____ / _____ / _____ @ _____ am/pm Inspected By: _____

Results of Inspection: _____

J/E from Reserve (3990) to Revenue (4016 or 4019): Date _____ / _____ / _____ Amount: \$ _____

Certificate of Occupancy Issued: _____ / _____ / _____ (Attact copy) Date Account Activated: _____ / _____ / _____

Notes: _____

