



21 Church Street • Vernon, NJ 07462 • 973.764.4055, ext. 2277

Sewer Service Application–Information

When applying to the Vernon Township Department of Planning & Zoning/Land Use Board/Building Department for **new construction** or a **change of use** in existing construction, please note that the applicant must meet with the Vernon Township Municipal Utilities Authority (VTMUA) to determine if an application for sewer is required. This conversation with the VTMUA should take place at the time the applicant has his or her initial meeting with the Vernon Township Department of Planning & Zoning/Land Use Board/Building Department.

The reason for this parallel meeting is to insure that the applicant can be informed about what is required for sewers and can take that information into consideration as he or she is laying out their plans for completing their project to ensure they have considered what actions are required and the time it takes to accomplish these actions.

Here is an overview of what is required:

- For new construction or changes in use where sewers already exist, a sewer application is required to be filed.
- Along with the application, a floor plan of the facility and a construction plan illustrating what is being done to the facility that exists or is being created for the first time is required to be filed.
- There is a filing fee for the application and an engineering review fee. Depending on the size of the project and what it entails, an escrow account may be required.
- The plan that is submitted will be reviewed by the VTMUA's engineer and analyzed to determine its sewer usage and assign an EDU count.
- After doing so, the engineer will present the findings to the commissioners of the VTMUA for approval. The result of that approval action will be provided to the Vernon Township Land Use Board/Building Department and the applicant, enabling the applicant to proceed with the necessary steps and actions with these two departments to complete their project.

Please factor into your thinking and planning that the VTMUA board usually meets on the third Thursday of every month so consider that as you plan for the completion of your project. Furthermore, please read the rules and regulations of the VTMUA for more detailed information.

You may get the application at the VTMUA office when you first visit there or on the website.

If you have any questions on this matter, please call 973.764.4055, ext. 2277.

APPLICATION FOR SEWER SERVICE-ALLOCATION

APPLICATION DATE: _____

PROPERTY INFORMATION

Property Address	Block	Lot
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APPLICANT INFORMATION

Applicant's Name	
Applicant's Address	
Applicant's Phone Number	Applicant's E-Mail

PROPERTY OWNER INFORMATION SAME DIFFERENT (If information is the same, skip this section)

Property Owner's Name	
Property Owner's Address	
Property Owner's Phone Number	Property Owner's E-Mail

CONNECTION TYPE

SINGLE FAMILY DWELLING(S) # OF HOMES: _____
 MULTIPLE FAMILY DWELLING(S) # OF UNITS: _____
 OTHER (EXPLAIN): _____

CAPACITY REQUEST: _____ GPD EDUs (check one) (gallons per day or equivalent dwelling units)

NON-RESIDENTIAL USAGE BREAKDOWN

DESCRIPTION	SF/# SEATS/# EMPLOYEES	GPD/UNIT	TOTAL GPD REQUIRED
TOTAL			

Please use this page for TWA or Land Use Approval:

ENGINEER INFORMATION			
Firm Name			
Address			
Design Engineer			
Phone Number	License #		
PLANS ATTACHED: <input type="checkbox"/> YES <input type="checkbox"/> NO			
PLAN REQUIREMENTS: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top; padding: 5px;"> <ol style="list-style-type: none"> 1. Location and size of building(s) 2. Size and location of existing and proposed sewers(s) 3. Slope and inverts of proposed sewer(s) 4. Pipe material(s) 5. Type of joints 6. Location and detail of manholes/connections/ cleanouts/inspections riser </td> <td style="width: 50%; vertical-align: top; padding: 5px;"> <ol style="list-style-type: none"> 7. Measurement of point of connection to the nearest upstream manhole 8. Method of pipe bedding 9. Location of roadway, easements, and other structures 10. Location of other underground utilities within 100 ft. of the property 11. In situations where the sewer lateral must be encased, the extent of the encasement must be shown. </td> </tr> </table>		<ol style="list-style-type: none"> 1. Location and size of building(s) 2. Size and location of existing and proposed sewers(s) 3. Slope and inverts of proposed sewer(s) 4. Pipe material(s) 5. Type of joints 6. Location and detail of manholes/connections/ cleanouts/inspections riser 	<ol style="list-style-type: none"> 7. Measurement of point of connection to the nearest upstream manhole 8. Method of pipe bedding 9. Location of roadway, easements, and other structures 10. Location of other underground utilities within 100 ft. of the property 11. In situations where the sewer lateral must be encased, the extent of the encasement must be shown.
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Applicant has met with the authority's personnel and has been advised as to fees, charges and escrow, capacity allocation, billing procedure and amount of billing, easement requirements, and other conditions of the VTMUA's Rules and Regulations. YES NO

Planning Board Approval YES NO (*attach copy of Planning Board resolution*)

Board of Adjustment/Zoning Approval YES NO (*attach copy of adjustment/zoning resolution*)

This application must be submitted to the authority no later than **15 working days** prior to the regular scheduled meeting of the Board of Commissioners for any action to be taken.

Upon signing this application, the Owner/Applicant does hereby certify:

1. That the Applicant/Owner will comply with the Rules & Regulations of the Vernon Township Municipal Utilities Authority.
2. That the wastewater discharge shall consist of the discharge of domestic quality wastewater only.
3. That the sewerage facilities constructed under this project will be privately owned and operated unless otherwise determined by the VTMUA.

OWNER/APPLICANT SIGNATURE	PRINT NAME/TITLE	DATE

OFFICIAL USE ONLY			
Application Complete	<input type="checkbox"/> YES <input type="checkbox"/> NO	INFORMATION NEEDED:	
Fees Paid	<input type="checkbox"/> YES <input type="checkbox"/> NO	Escrow Established	<input type="checkbox"/> YES <input type="checkbox"/> NO
Engineer Review	<input type="checkbox"/> YES <input type="checkbox"/> NO	DATE:	DATE:
Approved by Board	DATE:		

Please use this page if TWA or Land Use approval is not needed:

CONTRACTOR/PLUMBER INFORMATION	
Name	
Address	
Phone Number	License #
SKETCH PLAN ATTACHED: <input type="checkbox"/> YES <input type="checkbox"/> NO	
SKETCH PLAN REQUIREMENTS: 1. House/building number and street 2. Building to be serviced 3. Size of pipe 4. Slope of pipe 5. Type of pipe 6. Type of connection and joints 7. Location of service lateral and detail of cleanouts/inspections riser	

This application must be submitted to the authority no later than **15 working days** prior to the regular scheduled meeting of the Board of Commissioners for any action to be taken.

Upon signing this application, the Owner/Applicant does hereby certify:

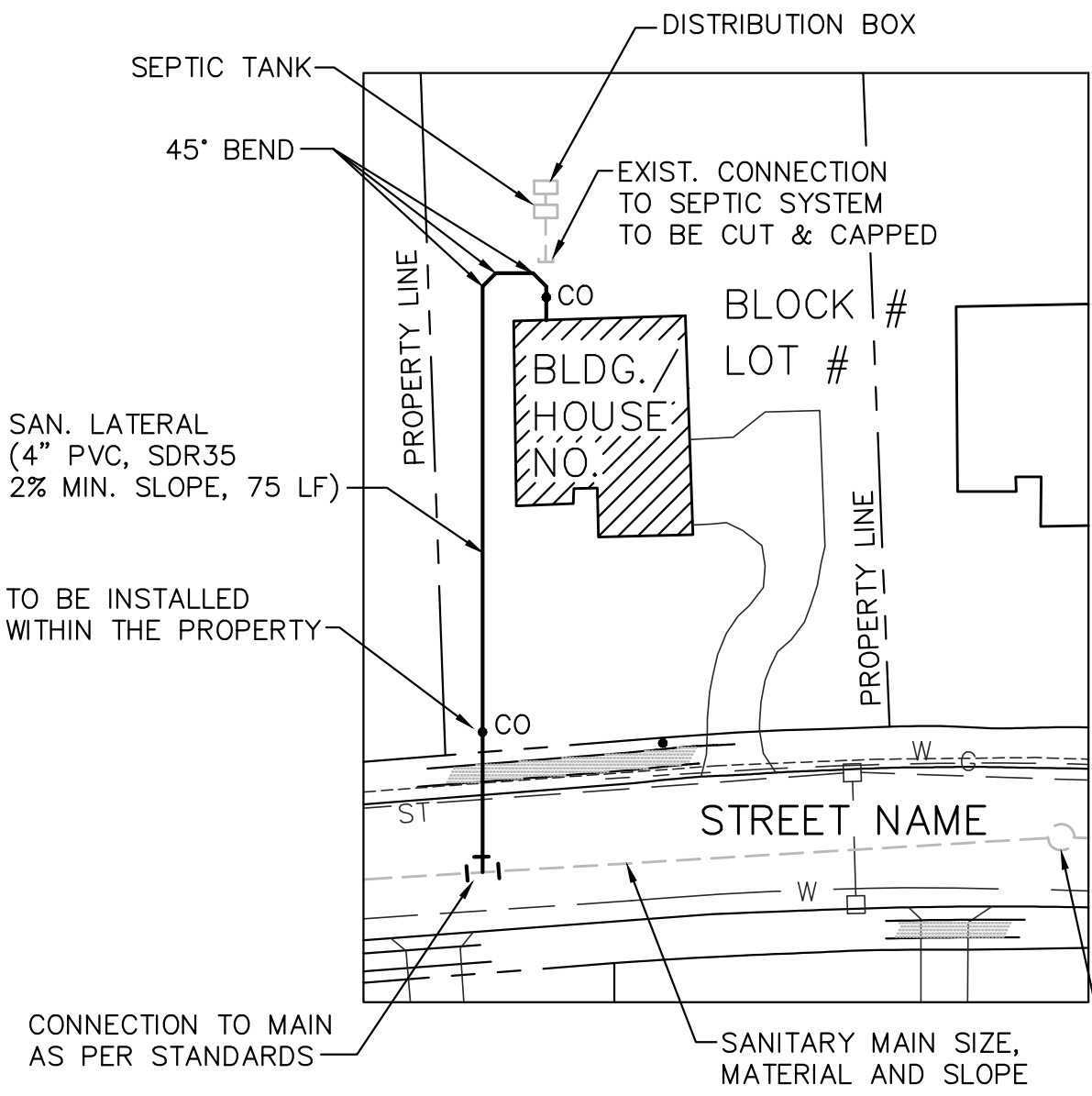
1. That the Applicant/Owner will comply with the Rules & Regulations of the Vernon Township Municipal Utilities Authority.
2. That the wastewater discharge shall consist of the discharge of domestic quality wastewater only.
3. That this sewer connection will service less than two buildings; will not require an extension of the VTMUA sewer system, does not require land use approval, and involves a total wastewater flow of less than 8,000 gpd.

OWNER/APPLICANT SIGNATURE	PRINT NAME/TITLE	DATE

OFFICIAL USE ONLY			
Application Complete	<input type="checkbox"/> YES <input type="checkbox"/> NO	Fees Paid	<input type="checkbox"/> YES <input type="checkbox"/> NO
Information Needed		Fees Needed	
For Non-Residential Units			
Engineer Review	<input type="checkbox"/> YES <input type="checkbox"/> NO	DATE: _____	
Allocation as established by engineer: _____ gpd		Billing EDUs as established by engineer: _____ EDUs	
Administrator Review	<input type="checkbox"/> YES <input type="checkbox"/> NO	DATE: _____	
Approved by Board	DATE: _____	Construction Permit	ISSUE DATE: _____



NOTE:
SEPTIC SYSTEM TO BE ABANDONED
AS PER THE PLUMBING CODE.



SAN. LATERAL
(4" PVC, SDR35
2% MIN. SLOPE, 75 LF)

TO BE INSTALLED
WITHIN THE PROPERTY

CONNECTION TO MAIN
AS PER STANDARDS

SANITARY MAIN SIZE,
MATERIAL AND SLOPE

PLAN

N.T.S.


SAN. MH #
RIM XXX.XX
INV. IN XXX.XX
INV. OUT XXX.XX

LEGEND:
CO - DENOTES CLEANOUT

Sample Sewer Connection Plan

This example illustrates how a sewer connection plan should be done. It should reduce review time by the VTMUA engineer if submitted in this fashion with the content shown. Should you have any questions, please contact the VTMUA at 973.764.4055, ext. 2288.

Vernon sewer conn examples\PLAN-80.dwg 7/11/13 1:34 pm

 Certificate No. 24GA28016600	VERNON MUNICIPAL UTILITIES AUTHORITY VERNON, NEW JERSEY PROPERTY CONNECTION FOR 123 VERNON STREET, VERNON
	27 Bleeker Street Designed Drawn Checked Approved Date