



**BOROUGH OF TUCKERTON**  
**WATER AND SEWER DEPARTMENT**

**RULES**  
**AND**  
**REGULATIONS**

SEPTEMBER 2011

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**LIST OF EXHIBITS:**

- Exhibit 1        Statement of Utility Services
- Exhibit 2        Statement of Utility Services for Approved Developments
- Exhibit 3        Sizing for Water and Sewer Services
- Exhibit 4        Application for Utility Services
- Exhibit 5        Water Service Permit
- Exhibit 6        Sewer Service Permit
- Exhibit 7        Certificate of Compliance
- Exhibit 8        Application For Review of Preliminary Plans for Utility Services
- Exhibit 9        Application for Final Approval of Utility Services
- Exhibit 10       Developer Construction Estimate Worksheet – Water System
- Exhibit 11       Developer Construction Estimate Worksheet – Sanitary Sewer System
- Exhibit 12       Sample Performance Bond
- Exhibit 13       Sample Letter of Credit



## **INTRODUCTION**

The Borough of Tuckerton has the responsibility to provide water and sewer service to the residents of the Borough. Its responsibilities include compliance with adopted Bond Resolutions, adopted Service Contracts including the Ocean County Utilities Authority, the County of Ocean and all applicable State and Federal Laws governing pollution control, drinking water quality, solid waste disposal and other Municipal Laws and Ordinances.

Operations relative to water and sanitary sewer applications for services, operation and maintenance of the Borough's facilities are administered through the Borough of Tuckerton Water and Sewer Department.

All individual property owners of residential, commercial or industrial properties are required to submit applications to the Department for the review of all phases of planning, design and construction of water and sanitary sewer facilities. Application and reviews are required in order to provide for a unified and systematic construction of the Borough's water and sanitary sewer facilities.

The offices of the Borough of Tuckerton Water and Sewer Department are located at 140 East Main Street, Tuckerton, New Jersey, and are open for business Monday through Friday from 9:00 a.m. to 4:00 p.m.

The Borough has established the following rules, regulations and procedures to facilitate the review of applications for water and sewer service and the construction of water and sanitary sewer facilities within the Borough of Tuckerton.

## 1.0 DEFINITIONS

### Applicant

Shall mean property owner(s); or if owned by a company, a proper official of said company; or an authorized agent of the owner, certified to the Borough as such; making application to the Borough for review and approval of plans and/or connection to the utility systems.

### Borough

Shall mean The Borough of Tuckerton, County of Ocean, State of New Jersey.

### Contractor

Shall mean the party contracting with the BOROUGH for service to the Department property.

### Department

Shall mean applicant who is applying for a subdivision of more than one lot or site improvement of a property when required to extend water and sanitary sewer mains to service said property.

### Developer

Shall mean applicant the Borough of Tuckerton Water and Sewer Department.

### Engineer

Shall mean the Borough Engineer appointed by the Borough.

### Equivalent Service Unit (ESU)

Shall be representative of the average daily flow utilized by the average single family residential dwelling unit. The ESU is recalculated annually by dividing the total residential water use by the total number of residential connections serviced by the Borough.

### Industrial User

Shall mean any user whose sewage differs from the normal characteristics of domestic sewage.

### Industrial Waste

Shall mean the wastewater from industrial processes or other commercial operations which is distinct from or incompatible with domestic wastewater.

### N.J.D.E.P.

Shall mean New Jersey Department of Environmental Protection.

### O.C.U.A.

Shall mean Ocean County Utilities Authority.

### Rate Schedule

Shall mean those rates, as provided for within the Borough Ordinance §249-19 "Schedule of Rates, Fees and Service Charges".

### Responsible Person

Shall mean the person employed by the contractor who is capable of supervising the installation of water and sewer mains and all appurtenances in accordance with the specifications and in compliance with the Borough of Tuckerton Water and Sewer Department Rules and Regulations. This person is usually referred to as the contractor's superintendent.

### Sewer Lateral

Shall mean the sewer pipe servicing an individual customer connected to the BOROUGH sewer main.

UNIT

Shall mean the following:

1. Each single family detached dwelling.
2. Each single family attached dwelling.
  
3. Each single family apartment dwelling.
4. Each mobile home.
5. Each lot created in a major or minor subdivision.
6. Each commercial, industrial, professional, public or institutional user whose metered or estimated water consumption does not exceed 200 gallons per day.

Water Service Line

Shall mean a water pipe servicing an individual customer connected to the Borough water main.

## **2.0 POLICY FOR PROVIDING UTILITY SERVICE**

It is the intent of the Borough to provide potable water and sanitary sewer service to Applicants owning or occupying properties located in the Borough of Tuckerton or adjoining areas through agreement who have received approvals from the relevant Borough Municipal Land Use Agencies consistent with applicable laws and sound utility management practices.

From time to time, the capacity of the Borough's water and/or sewer system may be limited due to physical limitations which would prohibit additional connections until an increase in capacity has been approved and constructed, or due to regulatory requirements promulgated by Federal and/or State Agencies. At such times, applications for service may be submitted to the Department; however, approvals of such applications will be postponed until the limitations or restraints have been removed.

Determination of available capacity and the processing and approval of applications for connection shall be within the sole discretion of the Borough.

Should the Borough water and sanitary sewer systems not be available to an applicant's property at the time an application is made to the Department, the applicant will be required to install dry water and sewer mains, services and appurtenances as may be directed by the Department. Such facilities shall be designed in accordance with these Rules and Regulations and all associated with the design and construction of said facilities shall be the responsibility of the applicant.

In the event that extensions or improvements of the Borough's water mains, sewer lines or related facilities are necessary to provide service to an applicant's property, it shall be the applicant's responsibility to make these extensions or improvements and pay all costs associated with them.

## **3.0 CONDITIONS REQUIRING SUBMITTAL OF APPLICATIONS FOR SEWER AND WATER SERVICE**

### **3.1 General**

Owners of properties desirous of a connection to an existing sewer or water main fronting their property shall file an "Application for Utility Service" (Exhibit 4).

Any subdivisions of land, site plan development or any residential structure to be used by two or more families, regardless of volume of flow, and all non-residential development, such as schools, commercial buildings, industrial buildings and all similar structures will be required to construct sewer and/or water mains. Connection shall be made to mains having adequate capacity as determined by the Borough.

### **3.2 Application for Individual Service**

Owners of property desirous of making connection to an existing approved water and/or sewer system shall proceed as follows:

- A. Obtain a "Statement of Utility Services" (Exhibit: 1) and a "Sizing Sheet" (Exhibit: 3) from the Borough. This statement will only be issued to the owner of the subject property and shall be valid for a period of one year.
- B. Complete the Sizing Sheet and have it approved by the Borough of Tuckerton Plumbing Department.
- C. Return approved Sizing Sheet to the Department and request "Application for Utility Services" (Exhibit: 4).

- D. Upon payment of applicable fees, the Department will issue "Water and Sewer Service Permits" for connection to the utility systems (Exhibits: 5 and 6). All connections shall be installed by the Owner.
- E. Immediately after completion of the connection, the owner or representative shall notify the Department to schedule an inspection by the Department. The excavation must be left open for this inspection. The Department shall inspect those portions of the service to remain under Borough responsibility, i.e., from the main to the curb valve and meter pit.
- F. The Plumbing Inspector will notify the Department when the plumbing inspection is completed and accepted.
- G. The owner, or representative, shall install a water meter, and pay all fees.
- H. Upon installation of the water meter and payment of all fees, the owner is to obtain a "Certificate of Compliance" from the Department (Exhibit: 7).

### **3.3 Application for Developer Service**

Two levels of approval must be obtained from the Department -- Preliminary and Final -- in accordance with the instructions contained herein. All applications shall be signed by the owner(s), a proper official of the company, or an authorized agent, and requisite fees shall be paid at time of application.

Upon approval by the Borough, a copy of the Borough Engineer's review requirements will be furnished to the applicant and to the applicant's engineer.

Review and approval of the plans and specifications by the Borough shall not relieve the applicant and his contractor of any responsibility therefore, and such review shall not be considered as an assumption of any risk or liability by the Borough and/or the Borough Engineer. The applicant shall have no claim against the Borough or Department due to the failure or inefficiency of any plan or method so reviewed.

In the event that a customer/applicant of the Borough is currently delinquent in any fee or other charge, is currently in violation of any other approval granted by the Borough or the Department, or is otherwise in violation of any other rules or regulation of the Borough for either water and/or sewer service, the Department will not act upon any additional applications or requests of such customer/applicant until such time as all outstanding payments have been made and/or violations abated.

#### **3.3.1 Letter of No Interest / Administrative Approval**

A Letter of No Interest will be issued for proposed work that does not involve subdivision and will not cause any changes to the water and sewer systems.

An Administrative Approval will be issued by the Borough Engineer for minor subdivisions and site plans that do not require water and/or sewer extensions. An application fee as prescribed in the annually-published Rate Schedule will apply.

#### **3.3.2 Application for Preliminary Approval**

An application for review of preliminary plans for the proposed subdivision development, site improvement, building addition or lot line adjustment resulting in additional lots shall be submitted to the Department on the form entitled "Application for Review of Preliminary Plans for Utility Services" (Exhibit: 8).

The purpose of the application is to determine (1) the current existence of water and/or sewer mains at or near the proposed project or development, (2) the status of any future plans to extend mains to the particular area, where applicable, (3) the construction requirements for extensions to the systems, (4) and an indication of whether water and/or sewer mains serving the area are sufficient to accommodate the proposed project or development. In the event that the Borough determines that, in accordance with the current New Jersey Residential Site Improvements Standards, NJDEP regulations and/or any other applicable standards and per the recommendation of the Borough's Engineer that certain upgrades to the Borough's water mains, sewer lines or related facilities are necessary in order to provide service to an applicant's property, it shall be the applicant's responsibility to indicate all proposed upgrades to the Borough's water mains, sewer lines or related facilities on the prepared site development plans. The applicant shall be responsible for making the required extensions and/or upgrades and pay all costs associated with them. In addition to the application form, the applicant shall furnish a general location map and a site plan showing the locations of all existing and proposed water and sewer pipes and services. The location of each water curb box and sewer cleanout must be depicted for each lot and shall not be placed in any proposed driveway, driveway apron or sidewalk. The site plan shall show the lots and blocks and property lines.

The applicant shall also include storm water calculations and plans, which show the disposition of the storm water runoff and/or discharge, for review by the Borough. The Borough will review these documents to assure that the impact on the Borough's primary water supply source, is minimized. The applicant must also obtain approval of the storm water management plan from any other Borough, County, State and/or Federal agencies having jurisdiction and show proof of such approvals by providing copies thereof.

Architectural plans, including but not limited to floor plans, elevation plans, and mechanical plans, shall be submitted for commercial, industrial, and multi-family residential facilities. For multi-unit commercial, industrial and residential facilities, individual water services with individual curb stops are required for each unit.

On the "Application for Review of Preliminary Plans for Utility Services" (Exhibit: 8), Item 6A., the estimated water consumption for the project must be included. The amount estimated should be based on similar facilities or the standard calculations for a same use facility as determined by the applicant's engineer or architect for the project. The estimated water consumption should not include irrigation flow. The applicant's Initial Service Charges will be based on the estimated water consumption. The preliminary application shall be accompanied by the non-refundable application fee listed in the annually-published Rate Schedule.

In addition, an initial design review escrow deposit for site development, for the applicable fee listed in the annually-published Rate Schedule, will be applied as described in Section 8.0.

The Department will either request additional information or acknowledge that the application is administratively complete. The Borough of Tuckerton Land Use Board and the applicant's engineer will also be advised of the receipt of an administratively complete application. A copy of the Engineer's review comments will be provided to the applicant. The Preliminary Approval shall be valid for a period of one year. The Applicant may request a one year time extension which the Department in its discretion may grant upon the showing of reasonable cause for such extension. Final application must be submitted prior to the one year Preliminary Approval expiration date or the extension thereof.

### 3.3.3 Application for Final Approval

If a Final Application is required, the applicant shall be required to submit the "Application for Final Approval of Utility Services" (Exhibit: 9) together with the following:

- A. A review fee will be charged as indicated in the annually-published Rate Schedule to an escrow account established pursuant to section 8.0 below.
- B. General map of the entire project, showing existing and proposed sewer and/or water pipes and pumping stations for the entire area. The drawings shall be submitted in a digital format compatible with Autodesk's AutoCAD Release 2010, or better. The media preferred is DVD.
- C. Detailed plans and profiles for the proposed sewer and/or water systems, properly entitled. The plans shall be 24" x 36". All sheets shall be numbered. Profiles for sewers shall show all manholes, siphons, pumping stations, storm sewer crossings, water main crossings, and elevations of stream crossings. Gradients and diameter of sewers, rim elevations, and invert elevation shall be shown at each manhole.

All plan data shall be suitable for digital format as described under Section 7.3.3 "As-Builts". A bench mark shall be provided within or immediately adjacent to the project. Plans must also provide, where applicable, information relative to flood hazard areas and elevations affecting the site per the Federal Emergency Management Agency's (FEMA) most current National Flood Insurance Program (NFIP) maps. Approvals or exemptions from the New Jersey Flood Hazard Control Act Rules and Regulations must also be provided.

The plan view of the sewer system shall show manholes and invert elevations, curbs, storm sewer inlets and storm sewer. The storm sewer must not interfere with the sanitary sewer or water mains. The plan view of water mains shall show the location of fire hydrants, valves and post-type flushing hydrants. In the event an existing hydrant(s) requires relocation, the Borough may require the applicant to remove the existing hydrant valve and piping to the hydrant tee and provide the appropriately restrained cap/plug. A shutdown of the existing water main must be scheduled through the Department to perform any required hydrant removal. The plan view for water mains shall also show roads, curbs, sidewalks, lot lines, boundary lines, typical street cross-sections, and thrust block design. The size, type, and class of pipe shall be shown for each pipe. The location of each water curb box and sewer cleanout must be depicted for each lot and shall not be placed in any proposed driveway, driveway apron or sidewalk.

The plans shall show contours at two-foot intervals, all existing and proposed street and surface elevations at all breaks in grade and street intersections, the true meridian, boundary line, title, date and scale. Proposed systems shall be accented by using bold solid lines. Existing systems shall be shown by dashed lines. All topographical symbols and conventions shall be USGS. Symbols for water mains shall be those approved by the American Water Works Association. The distances and stationing between the center lines of manholes, grades, main sizes, strength classes, and material shall be shown on the plans.

Approval for final applications will become null and void after a two-year period from the date of approval if no subsequent application is submitted or no construction takes place during the two-year period.

For any proposed sewage pumping station, a general site plan showing boundaries, contours, proposed pumping station (with capacities), underground piping, underground and overhead wires shall be submitted.



In the event that the Borough determines that in accordance with the current New Jersey Residential Site Improvements Standards, NJDEP regulations and/or any other applicable standards and per the recommendation of the Borough's Engineer that certain upgrades to the Borough's water mains, sewer lines or related facilities are necessary in order to provide service to an applicant's property; it shall be the applicant's responsibility to indicate all proposed upgrades to the Borough's water mains, sewer lines or related facilities on the prepared site development plans. The applicant shall be responsible for making the required extensions and/or upgrades and pay all costs associated with them.

- D. Complete specifications for construction of the proposed system(s) and appurtenances. Specifications shall include descriptions of general requirements, site work, piping and valves, concrete work, mechanical equipment, and electrical work.
- E. A separate detailed estimate for water and sewer shall be submitted on the Developer Construction Estimating Worksheets (Exhibits: 10 and 11) provided by the Department. The Department reserves the right to reject any cost estimate in which the quantities cannot be substantiated.
- F. Architectural plans, including but not limited to, floor plans, elevation plans, and mechanical plans, shall be submitted for commercial, industrial and multi-family residential facilities. For multi-unit commercial, industrial and residential facilities, individual water services with individual curb stops are required for each unit.
- G. On the "Application for Final Approval of Utility Services" (Exhibit: 9), Item 7, the estimated water consumption for the project must be included. The amount estimated should be based on similar facilities or the standard calculations for a same use facility as determined by the engineer or architect for the project. The estimated water consumption should not include irrigation flow. The applicant's Initial Service Charges will be based on the estimated water consumption.
- H. The applicant shall also include storm water calculations and plans which show the disposition of the storm water runoff and/or discharge, for review by the Borough. The Borough will review these documents to assure that the impact on the Borough's primary water supply source, is minimized. The applicant must also obtain approval of the storm water management plan from any other Township, County, State and/or Federal agencies having jurisdiction and show proof of such approvals by providing copies thereof.

#### **4.0 REIMBURSEMENT FOR BOROUGH REQUESTED WORK**

If, in the judgment of the Borough, the size of any main as proposed by the applicant is not adequate for future requirements, a larger size pipe shall be installed by the developer as required by the Engineer.

The Borough will agree to pay the developer the difference in material cost of the pipe and fittings. The Borough will not pay for any alleged additional excavation because of the increase in diameter. The Borough agrees to pay the material costs which prevail at the time of the agreement with the developer, with no escalation clauses for future contingencies.

When the Department deems it necessary that the developer install a larger size main, additional mains, and/or mains along an alternate route, or any other situation that would cause the Borough to pay a share of the cost of the project, the Borough and the developer shall enter into a written agreement. The agreement will contain a complete scope of work and reimbursement for the work agreed to by the Borough.



If the Borough determines that other vacant lots not owned by the developer can be serviced by the facilities installed by the applicant, the Borough will require the applicant to install sewer laterals and water service lines for these vacant lots. The applicant will be reimbursed by the Borough in accordance with an agreement negotiated at that time. All other costs associated with the engineering, permits and construction will be borne by the applicant. The laterals and tap will be installed from the main to the curb line or two feet from the property line.

## **5.0 APPROVAL OF PROJECT BY OTHER AGENCIES**

In addition to the approval of the Borough, projects may require the approval of several other agencies. Application to the Ocean County Utilities Borough and the New Jersey Department of Environmental Protection (NJDEP) Treatment Works Approval (TWA) and Potable Water Supply (BSDW) permits will be made through the Department. The applicant shall provide the Department with any and all forms, plans, fees and documentation necessary to accompany such application. The applicant shall submit any necessary forms, plans, fees and documentation to the Department only after final approval has been granted by the Borough.

It is the sole responsibility of the applicant to obtain any other Borough, County, State or Federal permits, approvals and/or clearances necessary for the construction.

It is the responsibility of the applicant to obey and follow regulations, permit conditions and approval conditions issued by any and all agencies which have jurisdiction over the project.

## **6.0 PROJECT BONDING**

### **6.1 Performance Bond**

For any project requiring the installation of water and/or sewer systems, the applicant shall provide the Borough with a Performance Bond guaranteeing the complete construction of the approved water and/or sewer systems. Said Performance Bond shall be in an amount equal to 100% of the project cost estimate. It shall be issued by a Surety Company licensed to do business in New Jersey.

The Performance Bond shall be submitted to the Department no less than (10) working days prior to the anticipated start of construction. No work shall commence until an acceptable Performance Bond has been posted with the Borough. The Performance Bond shall remain in full effect until all construction, including asphalt stabilized base course pavement, has been completed and the Department has granted acceptance testing approval and all required easement documentation has been submitted and recorded. A sample Performance Bond is included (Exhibit: 12).

It shall be the policy of the Borough to accept Letters of Credit in lieu of a Performance Bond. A sample Letter of Credit is included (Exhibit: 13).

### **6.2 Maintenance Bond**

Upon the completion of construction, including asphalt stabilized base course pavement, the submission and recording of all required easements and acquiring acceptance testing approval the applicant can request release of the Performance Bond. When the Borough authorizes release of the Performance Bond, the applicant shall submit a Maintenance Bond to the Borough guaranteeing the proper functioning of the system. The Maintenance Bond shall be in an amount not less than fifteen percent (15%) of the Performance Bond and remain in effect for a period of two years from the date of the acceptance testing approval. Letters of Credit may be accepted in lieu of a Maintenance Bond.

## **7.0 CONSTRUCTION ACTIVITIES**

### **7.1 Construction Plans**

The applicant shall provide the Department with three sets of final construction plans at least ten (10) days prior to start of construction. No work shall commence until these plans are submitted. The applicant shall also provide the Department with a copy of all the road opening and any other permits required.

### **7.2 Preconstruction Conference**

A preconstruction conference will be held, if warranted, prior to start of construction. The conference shall be attended by the applicant, the applicant's engineer, the contractor and representatives of the Borough Water and Sewer Department.

### **7.3 Inspection & Testing**

#### **7.3.1 General**

The applicant is required to provide an initial escrow deposit for inspection as described in Section 8. Note that the deposit is an initial deposit which is subject to replenishment and supplementary payments as discussed in section 8.0. The amount of this deposit for inspection will be in accordance with the Rate Schedule.

The applicant is required to submit the inspection escrow deposit before any construction starts. If during construction the contractor wishes to work on any Holiday observed by the Borough, the contractor will be required to pay any overtime costs incurred for inspection on those Holidays.

All construction of water and sanitary sewer systems in the Borough shall be performed under the observance of the Borough Engineer or designated representatives. Any overtime work must be approved by the Borough Engineer 48 hours prior to scheduling by the developer/contractor. The Borough Engineer shall enforce compliance with the approved plans and specifications.

The applicant shall give at least 48-hour notice to the Department prior to start of construction. If construction is delayed for any reason other than weather, the contractor is required to follow the notification procedures again. The contractor is responsible for acquiring all the necessary permits and utility mark outs before starting construction. There shall be two (2) stages of inspection and testing by the Department as detailed in the following sections:

#### **7.3.2 Acceptance Testing**

At this stage the applicant is required to submit as-built plans for review and approval by the Borough Engineer. Acceptance testing will not be scheduled until receipt and approval of the as-built drawings.

After the installation of all underground utilities, curbs and road gravel, sewers and manholes shall be inspected for, but not limited to, line, grade, cleanliness and general workmanship. Water system shall be checked for, but not limited to, valve box grade, valve nut accessibility, hydrant grade and valve function. Curbs shall be marked with a "W" or "H" at the location of water and sewer services respectively. The water curb box and sewer cleanout for each lot must not be located in the driveway, driveway apron or sidewalk.

Acceptance testing will include pressure, infiltration and/or exfiltration tests. It should be noted that pressure tests may be conducted by the contractor at any time, and this practice is encouraged by the Borough so that the contractor may locate leaks before construction has proceeded too far. Interim pressure tests by the contractor however, are not accepted as an acceptance test by the Borough. The acceptance test of water and sewer mains will be conducted only in the presence of the Borough observer, after all work has been completed, including thrust blocks and the placing of road gravel and after the as-built utility plans have been submitted and approved by the Borough Engineer. Further, all valve boxes, curb boxes, manholes, clean-outs, fire hydrants, flush hydrants and meter pits must be brought to grade and be readily accessible.

It shall be the responsibility of the contractor to supply all equipment, labor and material necessary for testing. Interference in the proper operation of active sewer pipes and water mains during testing is not permitted.

Water and sewer systems shall be subjected to pressure testing as described in the specifications for construction. Water systems shall be disinfected and will be approved after successful passage of bacteriological testing. The applicant is responsible for all costs associated with gathering, delivering and testing of water samples. All testing of water shall be performed at a State-certified laboratory facility. The procedures are described in detail in the Department's "Specifications for the Construction of Sewer and Water System", a separate document.

Upon successful completion of acceptance testing, the Borough will consider the project substantially complete and ready for connection and the Borough will file for NJDEP's "Approval to Operate" the water and/or sewer system.

### **7.3.3. As-Builts**

As-built drawings for water and sewer systems signed and sealed by a Professional Engineer shall be submitted for review and approval by the Borough Engineer. Initially the as-built drawing shall be 24" x 36" showing the following features:

#### **A. Water Systems:**

- i. Location and size of water main, valves and all other appurtenances including all bends and fittings.
- ii. Station marks for location and triangulations of curb and valve boxes. Triangulations are to be taken from permanent structures such as hydrants, telephone poles, house corners, etc. and have distances of less than 100 feet.
- iii. Location of hydrants.

#### **B. Sewer Systems:**

- i. Location and size of sewer pipes.
- ii. Station marks to indicate location of sewer laterals, at both main and clean-outs.
- iii. Rim and invert elevations for each manhole.
- iv. Slope and distance between each manhole.
- v. Depth and length of each sewer lateral (house connection).

Upon approval by the Borough Engineer, the applicant shall submit a 24" x 36" mylar drawing for the Department's records. The As-Built data shall also be submitted in digital format. The horizontal positions must be supplied in the New Jersey State Plane Coordinate System, based on the North American Datum of 1983 (NAD 83), in the U.S. survey feet. The vertical elevations must be supplied in U.S. survey feet based on the North American Vertical Datum of 1988 (NAVD 88). The digital file formats required are Autodesk's AutoCAD Drawing. The media preferred is DVD.

As an inspection service, the Borough Engineer's GPS crews will locate the pipes, valves, hydrants, sanitary sewer manholes, sewer pipe and other horizontal features related to water and sewer systems. The applicant will be charged for this service.

As-built services can also be provided for a charge (at the prevailing rate).

#### **7.3.3.1 Easements**

Prior to acceptance of the new systems, the developer shall provide the title to the land and a metes and bounds description of any required utility easements and three (3) copies of the reduced size site plans showing the easement. The reduced size site plans shall be 8½" X 14". All of the executed utility easement documents shall be provided prior to the transfer of any property by the developer to other individual (i.e. new homeowner's etc.).

#### **7.3.4 Final Inspection**

After final paving has been completed, and all other utilities such as gas mains, cable TV, electrical lines, sprinklers, telephone lines, etc. have been installed, the manholes and valve boxes shall be inspected for proper elevation, shifting damage, debris, etc. The Borough will require a video inspection of all sanitary sewer pipes 30 days prior to release of the maintenance bond. The applicant shall provide the Department with video recordings indicating that there has been no damage to the system because of improper compaction or other construction deficiencies.

#### **7.3.5 Acceptance of New Systems by the Borough**

After the final inspection is completed the applicant will be informed that the Department is ready to accept the system. Before final acceptance of the new systems the applicant shall provide the title to the land and a metes and bounds description of any required utility easements and three (3) copies of reduced site plans showing the easement. The reduced size shall be 8-1/2" x 14". All sewer and water facilities shall be shown on the easement map. The applicant shall submit operation and maintenance manuals of any equipment.

#### **7.3.6 Role of the Borough Inspector**

The Borough inspector is an observer and is not responsible for directing the installation of the water and/or sewer systems or safety practices of the contractor. It shall be the sole responsibility of the applicant to properly install any and all water and/or sewer systems and for safety practices of the contractor. It shall be the sole responsibility of the applicant to properly install any and all water and/or sewer system(s), either personally or through a contractor, and to maintain a proper schedule and safe working conditions. The Department should be notified in writing of the responsible person for supervision and safety of employees and the site. All OSHA guidelines and requirements will be followed during the conduct of all work including trenching, shoring, etc.

## **8.0 FEES & ESCROW ACCOUNT PROCEDURE**

### **8.1 Fees**

All fees, including application, review, inspection, connection charge, permits, tap, meter, etc., will be in accordance with the Borough's most current Schedule of Rates, Fees and Service Charges (§249-19). Pre-payment of fees for connection fees, permits, taps and meters will not be allowed.

### **8.2 Escrow Account Procedures**

#### **8.2.1 General Procedures**

If the amounts for review and inspection costs and deposits for performance guarantees exceed \$5,000.00, they are deposited by the Borough according to the provisions of c.316 L.1985 in an interest-bearing account insured by an agency of the federal government or approved for such deposits by the State of New Jersey.

If the amount of interest exceeds \$100.00 for the year the Borough will refund the accrued interest minus a retainage for administrative expenses. The administrative expenses shall not exceed 33.33% of the entire amount of interest. The Borough is not required to refund any interest accrued if the total amount does not exceed \$100.00.

When anticipated costs are less than \$10,000.00, deposits may be made in two installments; the initial amount to be 50% of anticipated costs and when the balance falls to 10% of these costs, the developer shall deposit the remaining 50%. When anticipated costs are \$10,000.00 or greater, the developer may pay in four installments; an initial amount of 25% of anticipated costs and when the balance falls to 10%, the developer shall make additional 25% deposits.

The procedure for payment is through a voucher system. The voucher will identify the personnel performing the service and for each date the service is performed, the hours spent to one-quarter hour increments, the hourly rate and the expenses incurred. Vouchers will be submitted to the applicant for information. A statement of the account will be sent to the applicant, which sets forth the amount of the deposits, the interest earned, the disbursements made and a cumulative balance.

The statement will be sent monthly if the amount charged against the account exceeds \$1,000.00, or quarterly if the charges are \$1,000.00 or less.

If it is determined that there are insufficient funds in the account to enable the Borough to perform application reviews or inspections, the applicant will be provided with a notice of insufficient escrow or deposit balance, and will be given a reasonable time period to post a deposit to the account in an amount agreed upon between the Borough and the applicant. The amount will be based upon the estimated cost of the completion of the work on the application. If insufficient funds are available in the account, inspections will not be performed except for required health and safety inspections. The cost of such inspections shall be charged against the escrow account after it has been replenished.

#### **8.2.2 Close-Out Procedures**

To initiate the close-out of an escrow, the applicant will send written notice to the Borough by certified mail to the Borough Engineer that the application or the improvements are completed. Within 30 days of receipt of the notice, the Borough Engineer will provide a final bill to the Borough's Chief Financial Officer (CFO) with a copy to the applicant. The CFO will render a final escrow accounting to the applicant within 45 days of receiving the final bill from the Borough Engineer. Any balances remaining in the escrow account, including interest which has been accrued (assuming the account was in excess of \$5,000.00), less 33-1/3% for the Borough's administrative costs, shall be refunded to the developer at this time.

### **8.2.3 Dispute Resolution**

In the event that the applicant disputes the amount of a charge by the Borough or its professionals, the applicant shall notify the Borough outlining the specific disputed charge. If the dispute is not resolved to the satisfaction of the applicant, an appeal can be filed with the County Construction Board of Appeals (CCBA). The appeal shall be submitted in writing to the County Construction Board of Appeals and simultaneously to the Borough, within 45 days of the date of receipt of the information copy of the Borough's (professional) voucher, or if no such voucher is received, within 60 days of the receipt of the final accounting statement from the Borough. The appeal shall be heard under rules established by the CCBA, and a decision rendered not later than 10 business days following the submission of the appeal unless an extension has been granted by the applicant. If the CCBA fails to hear the appeal within 10 days, the appeal shall be deemed to be denied and the applicant may then appeal to a court of competent jurisdiction.

## **9.0 SECONDARY METERS**

Homeowners may make application for a secondary, or irrigation, meter. Upon approval, the homeowner remains responsible for the installation of the meter and readout assembly. The installation shall be subject to review, inspection and approval by the Department and the Borough Building Department with all materials, including the meter, remote readout, shutoff and backflow prevention devices, etc., to be provided by the owner in accordance with Building Codes and Water and Sewer Department Rules and Regulations. The connection is limited to supplying water directly to external hose bibs and/or underground irrigation systems with no interconnection to any fixtures discharging to sanitary sewer facilities permitted. The homeowner remains responsible for proper care, protection and maintenance of the secondary meter and for providing access by Department personnel.

## **10.0 PUMPING STATION FOR MULTIPLE UNITS**

It is the policy of the Borough to provide sewer service using gravity flow. If a pumping station is needed the design shall be in accordance with the NJDEP regulations and as approved by the Borough Engineer. Drawings with the design criteria shall be submitted for approval along with the Preliminary and Final Applications. Design criteria will be established on a case-by-case basis.

### **10.1 Grinder Pump System Policy for Single Units**

If it is determined that service cannot be provided to the first floor by gravity, the application shall be made by the Owner for approval to install a grinder pump system. Information relative to existing first floor, street and existing soil pipe elevations and location and available invert of the closest manhole shall be provided by the applicant for review and determination by the Borough. If approved, the owner shall install a grinder pump system in accordance with the Borough's Water and Sewer Specifications and shall remain responsible for operation and maintenance of the unit and connecting force main.

## **11.0 SEWER USE REGULATIONS**

### **11.1 General Provisions**

Grease traps must be installed by all restaurants, cafeterias, institutional facilities and other professional food businesses in accordance with N.J.A.C.7:9.

Wastewater discharged into the Borough's sewer system must meet the requirements set forth in the Ocean County Utilities Authority's "Sewer Use Regulations". The objectives of these Regulations are:

- i. To prevent the introduction of pollutants into the Publicly Owned Treatment Works (POTW) which will interfere with the operation of the system or contaminate the resulting sludge.



- ii. To prevent the introduction of pollutants into the POTW which will pass through the system, inadequately treated, into the receiving water or the atmosphere or otherwise be incompatible with the system.
- iii. To improve the opportunity to recycle and reclaim wastewaters and sludge's from the system.

The OCUA Sewer Use Regulations authorize monitoring and enforcement activities, require user reporting, and provide for the regulation of indirect discharges to the POTW (OCUA) through enforcement of general requirements for all users and issuance of Industrial Discharge Permits by the OCUA. These Regulations shall apply to all the customers of the Borough of Tuckerton Water and Sewer Department.

The industrial waste discharged shall not:

- a. Be discharged in such a quantity as to impair the hydraulic capacity of the sewers.
- b. Be of such a nature as to, either by chemical or mechanical action, impair the strength or durability of the sewer structures.
- c. Be of such a nature as to create explosive conditions in such facilities.
- d. Have a flashpoint lower than 235 degrees Fahrenheit, as determined by the Tagliabue (Tag.) closed cup method.
- e. Have a pH index value lower than 5.5 or higher than 9.0.
- f. Include any radioactive substance, unless written consent has been obtained.
- g. Include any garbage other than that received directly into public sewers from residences.

#### **11.2 Industrial Waste Rules and Regulations**

Industrial users shall conform to the sewer use regulations outlined below, and any and all regulations of The Ocean County Utilities Authority which may not be specifically mentioned herein.

- a. Furnish all information necessary to determine the quantity of industrial waste, the nature and quality of the materials therein and other characteristics of such wastes, and agree in writing to bear the cost of any initial and subsequent chemical analyses and laboratory tests. The Borough may require the industrial user to provide a weekly laboratory analysis for selected concentrations of composite samples. All sampling and tests are to be performed by a laboratory approved by the Borough and at no cost to the Borough.
- b. Provide at the industrial user's connection with the Borough's sewer an adequate means of sampling for periodic determination of all characteristics and concentrations of the waste.
- c. Agree that industrial waste discharged or proposed to be discharged into the Borough sewer shall be subject to analysis by the Borough.
- d. Cooperate by adopting and enacting schedules for discharge which will minimize peak concentration.
- e. Produce wastes of quality acceptable to both the Borough and the OCUA by reducing peak discharges and concentrations of industrial wastes by construction of pretreatment facilities acceptable to the Borough and the OCUA.

Industrial users having or requiring industrial waste holding and/or waste treatment facilities that discharge into the sewer system shall furnish complete engineering reports, plans, and specifications covering connection to the Borough system, as well as the industrial waste treatment facilities and metering devices. This applies also to alterations and additions to such connections or treatment facilities. Reports and supporting data herein referred to must be prepared by a professional engineer registered in the State of New Jersey. Industrial users shall not connect or proceed with the construction of any industrial waste treatment facilities or changes to existing waste treatment facilities unless plans and specifications covering the same have been approved by the Borough, the OCUA, and the New Jersey Department of Environmental Protection.

- f. Indemnify the Borough for any damage caused by wastes determined by the Borough to have been discharged by the industrial user to the Borough's sewer system or pumping stations. Their function shall be in strict conformance with applicable local and state laws and shall be in effect during the life of agreements between the industrial user and the Borough.
- g. Unless otherwise specified in writing by the Borough, install a suitable device for continuously indicating, recording, and totalizing the flow of discharge to the sewer system and submit specifications and plans for the complete metering installation to the Borough for approval.
- h. All meters or measuring devices installed or required to be used shall be accessible to the Borough and the OCUA during the operating hours of the industry. The industrial user, at its own expense shall be responsible for:
  - 1. Maintenance and safekeeping.
  - 2. All repairs, whether by normal wear or other causes.
  - 3. Quarterly certified calibration by the manufacturers.
  - 4. Supply and replace daily recording charts, and safekeeping of the charts, and safekeeping of the charts until collected by the Borough's representatives.
- i. The Borough shall have the right to enter the establishment of an industrial user for inspection of the operation of waste treatment facilities and the collection of samples from any component thereof.
- i. Bypassing of wastewaters of the industrial waste treatment facilities shall not be allowed under any circumstances. Any accidental spills overflow, equipment, or process failures shall be reported to the Borough immediately and confirmed in writing within ten days with an explanation of the cause and the planned action to eliminate recurrences.
- j. The Borough's representative shall have access to the premises housing water meters for the purpose of determining rate of water consumption during all reasonable hours.
- l. Unless otherwise indicated by the Borough in writing, the following industrial wastes shall not be discharged into the sanitary sewer system.
  - 1. Any noxious or malodorous solids, liquids, or gases which, singly or by interaction with other substances, are capable of creating a public nuisance or hazard to life or preventing entry into the treatment facilities for maintenance or repair.
  - 2. Any liquid or vapor having a temperature greater than 160 degrees Fahrenheit.



3. Any waste or water containing more than 100 mg/l by weight of fats, oil or greases.
4. Any waste or water that contains cyanide in excess of concentration determined by multiplying 0.2 mg/l by the ratio of the flow in the receiving stream to the design flow of the sewage treatment plant.
5. Any water or waste containing suspended solids of such character and quantity that unusual attention or expense is required to handle such materials at the OCUA sewage treatment plant.
6. Any grit or sludge from pits of service stations or other commercial or industrial establishments, as well as overflow from such pits to cesspool and septic tanks.
7. Any gasoline or diesel engine cleaning or stripping of any kind from materials, supplies or equipment.
8. Any water or waste containing fluoride in excess of a concentration determined by multiplying 1.2 mg/l by ratio of the average flow of the receiving stream to the design flow of the sewage treatment plant.
9. Concentrated plating baths.
10. Sulfides
11. Formaldehyde and carbide wastes.
12. Hydrogen sulfides concentrations of greater than 5 mg/l, sulphur dioxide, nitrous oxide or any halogens.
13. Maximum permissible total solids - 5,000 mg/l.
14. Maximum permissible dissolved solids - 5,000 mg/l.
15. Maximum suspended solids - spec. gravity 2.80.
16. Maximum antiseptic material - 100 mg/l.
17. All paints and paint wastes.

18. Other concentrations regulated and values, as shown on the following tabulation.

<b>Description</b>	<b>Maximum Allowed</b>
Ashes, feathers and similar solids	Prohibited
Inflammable material and petroleum derivatives	Prohibited
Unshredded garbage	Prohibited
Poisonous and noxious materials	Prohibited
pH	5.5 to 9.5
Iron	15 mg/l
Copper	3 mg/l
Cyanide	0.2 mg/l
Chromium	to 2.0 mg/l
Phenols	30 mg/l
Chlorine Demand	30 mg/l
Color	100 APUH

- m. The limiting concentrations of any other material not listed here nor found in the reference above and suspected to be toxic to aquatic life will be determined by the bioassay method.
- n. The Borough may require lower concentrations if one of the above parameters is in high concentration in the waste presently being treated at the sewage treatment plant or if, in the opinion of the Borough or the OCUA, the industrial waste is, or would be detrimental to treatment efficiency.
- o. The Borough reserves the right to cancel any agreement between any industrial user and the Borough after one year. However, whenever it shall be found that a service installation or industrial waste pretreatment facility has been made contrary to these sewer use regulations, and constructed and operated in any manner other than that approved by the Borough, the service shall be disconnected and removed within thirty days. The service shall not again be supplied until the service installation and industrial waste treatment facilities are constructed and operated according to the rules and regulations of the Borough and all expenses and damages paid by the industrial user or its successors.

**11.3 Industrial Discharge Permit (OCUA)**

All industrial waste dischargers are required to apply for an "Industrial Discharge Permit" with the OCUA. The OCUA will review the application and issue the necessary permit.

**11.4 Minimization and/or Elimination of Groundwater Infiltration Entering Sanitary Sewer Systems**

The Borough uses the following plan to minimize and/or eliminate the infiltration of groundwater from entering its sanitary sewer system:

1. Immediately prior to internal inspections, clean all sewer lines by appropriate means using the proper equipment.
2. Conduct internal video television inspections of the actual conditions of the sanitary sewer system (i.e. sewer mains, sewer laterals and sewer manholes) identifying locations where infiltration is occurring within the system.

3. Once the locations of infiltration have been identified, measurement of the amount of infiltration entering a particular area of the sewer system will be done.
4. Prepare a data base for the internal inspections noting the locations of where infiltration is occurring and the measurement obtained for the infiltration. Update the information on a periodic basis.
5. Assimilation of the methods to use for minimizing and/or eliminating the identified problems of infiltration are as follows;
  - \* If the infiltration problem is found to be minimal, complete work on the chemical grouting of individual pipelines, individual service laterals and sanitary manholes on an as-needed basis.
  - \* Larger infiltration problems in the sanitary sewer system will require rehabilitation and replacement work completed on entire sections of the system including sewer mains, service laterals and sanitary manholes.
6. Sanitary manhole covers throughout the sanitary sewer system are periodically inspected. The manhole covers found to be allowing surface water to enter the sanitary sewer system are to be replaced with watertight manhole frames and covers.
7. Provide a continuous maintenance and monitoring program for the entire sewer system. The data base information for the entire sewer system will also be updated as part of this program.

#### **11.5 Elimination and/or Controlling of Inflow Water from Entering the Sanitary Sewer System**

The following procedures are to be followed to eliminate and/or control the water from inappropriate sources such as roof leaders, cellar and yard area drains, commercial and industrial discharges, drains from springs and swampy areas, sump pump discharges, air conditioner condensate lines, etc. found to be connected and discharging into the Borough's sanitary sewer system:

1. Identification of the locations of any inflow sources of water entering the sanitary sewer system utilizing various methods such as field surveys, smoke test, pipe and manhole inspections and rainfall monitoring.
2. Determination of the authenticity of, and assignment of the responsibility for the corrective action to be done for each of the identified inflow sources of water.
3. The following corrective measures are to be instituted in the event that it is determined the identified inflow source of water has been illegally connected to the sanitary sewer system and requires action to eliminate and/or control this water from entering the sewer system;
  - \* Provide written notification to the responsible party and/or parties that the discovered inappropriate inflow source is required to be discontinued immediately and disconnected from the sewer system within thirty days of the notification.
  - \* The work associated with disconnecting the discovered inflow sources of water will be completed by the responsible party and/or parties. This work will be done in conformance with the Borough's specifications and inspected by the Borough.
  - \* In the event the corrective action is not completed to the satisfaction of the Borough and within the thirty day period, the Borough will complete this work and subsequently charge the responsible party and/or parties for it.

4. The Borough will provide a continuous monitoring and enforcement program to eliminate and/or control the water from inappropriate sources from entering and discharging into its sanitary sewer system.

## **12.0 EXPLANATION OF RATES, FEES AND SERVICE CHARGES**

All water and sanitary rates, fees and service charges shall be in accordance with Ordinance §249-19 "Schedule of Rates, Fees and Service Charges"

### **12.1 Water Service**

#### **12.1.1 Quarterly Use Charge**

The minimum quarterly charge for all classes of customers shall be based on the number of Equivalent Service Units (ESU) for each customer. Each customer will be charged for water usage per thousand gallons of water registered on the meter in accordance with the Rate Schedule.

#### **12.1.2 Excess of Quarterly Allowance**

Excess water usage above the 18,250 gallons quarterly allowance, will be billed in accordance with the Rate Schedule per each 1,000 gallons exceeding the allowance.

#### **12.1.3 Lawn Irrigation and Sprinkler Accounts**

The customer can choose to create a separate account (in addition to the existing account) for the purpose of metering outside water use. This second account will meter all water used outside the home that is not discharged into the sanitary sewer system. The customer will not pay a minimum for this second account and will be charged only for the water consumption on the second meter in accordance with the Rate Schedule.

#### **12.1.4 Water & Sewer Consumption Readings**

All consumption readings shall be those obtained by the Borough from its own billing records where the Borough is supplying water, or from the water company furnishing water to the respective units.

For the purpose of maintenance and/or verifying the accuracy of readings, access to inside water meters must be granted every two years or service may be terminated. Notification will be given 30 days prior to service termination. If access to meters is not given within 30 days of notice for readings that are estimated for any reason, service will be terminated until the Borough is able to perform the necessary work via a correct inside read, replace or repair the touch pad or to replace or repair a faulty meter.

For calculations of sewer service usage, if a customer obtains water from a private well or non-metered public water supply, and if a portion of that water is to be discharged into the sewer system, then the customer will install a meter at a location approved by the Borough.

In the event the customer fails to install a meter after receiving notice from the Borough, then such installation will be made by the Borough. In either case, the customer will be responsible for all meter and installation costs. The meter will be of a type provided or approved by the Borough.

If an estimated reading proves to be inaccurate, the Borough reserves the right to recalculate prior use charges and adjust accounts if warranted. The Borough will bill for any unbilled water or sewer service as a result of a malfunctioning meter. Rates in effect at the time of the under billing will be applied. Interest free payment plans, depending on the amount owed, are available for back billings.

Water meter accuracy tests will be performed at the customer's request. A request must be received within 60 days of excess billing, in writing, for the purpose of calculating any account adjustments. The Borough of Tuckerton can perform water meter accuracy tests for water meters up to one inch. Larger water meters will be tested for accuracy by an independent New Jersey certified company. Should the water meter be found to be accurate according to the American Water Works Water Meter Accuracy Standards or if the meter has been tampered, the customer will be responsible for all costs of testing and services charges per the current Schedule of Rates.

#### **12.1.5 Payment for Services**

Charges are billed quarterly, with a flat rate in advance. Billing for excess usage will be based on the water meter readings for the prior quarter. Bills are payable by the due date shown on the statement. If not paid on or before the due date, interest will be applied in accordance with state statute and the account will be subject to termination of services.

#### **12.1.6 Termination of Service due to Non-Payment**

Payment for services is due thirty (30) days after the billing date. If payment is not received within twenty (20) days after the due date, a *Shut off Notice* is generated. The Customer then has fifteen (15) days to make payment. Service locations will be shut off as soon as possible on or after the date that appears on the notice. Deferred payment plans for customers with past due accounts may be provided to avoid termination of service. Service call charges apply for all shut offs. In all cases the homeowner is ultimately responsible for all water and sewer payments for the account.

Following payment of the outstanding balance, restoration of service is performed during normal working hours: weekdays between 1:00 P.M. & 3:30 P.M. on the date of payment, provided the payment is received before 12:00 P.M. There will be no additional charge for restoration of service provided the restoration of service is on a regular weekday within the hours noted above. Additional service charges apply for work outside of normal hours outlined above.

Service may be restored without payment for a customer who calls after regular business hours. After hour charges shall apply. The customer must come in the following business day before 10:00 A.M. and make payment in full by cash, check or money order. Failure to make payment before 10:00 A.M. will result in a second turn off, as well as additional shut off and restoration charges. Homeowner or adult over 18 years old must be present at time of reactivation of service.

#### **12.1.7 Inactivation of Service due to Disaster/Hardship**

Field verification will be required to determine if facilities meet the disaster/hardship, non-use criteria. Documentation from the Borough and/or Bureau of Fire Safety or Board of Health in support of the property being classified as condemned and/or uninhabitable must be made part of the customer file prior to start of the inactivation process.

Physical disconnections from the system will not be required at this time, unless complete demolition of the structure is required. There is no charge for this service. Turn off at the curb will be required. Property is to be provided a six (6) month grace period, whereby the account can be inactivated and minimum billings halted.

Reactivation of the account will be automatic at the conclusion of the six (6) month time period, unless prior arrangements are made by way of written request sent by the customer/owner explaining the details of same. Extension must be approved by the Borough and must be made in writing. If the account is to be inactive for a period longer than one (1) year, physical disconnection to the water and sewer service must be made at the curb connection by the owner. This work will be inspected by the Department to ensure compliance and completeness.

After the initial activation period it is the customer's option to physically disconnect from the system in the instance of disaster/hardship, which involves the owner, subject to Department inspections, cutting and capping the water and sewer lines at the curb. When a dwelling is completely disconnected from the Borough system, the customer no longer pays a quarterly minimum billing. However, termination and reconnection fees apply. If customer opts not to disconnect from the system entirely they will be required to continue to pay the minimum quarterly billing.

#### **12.1.8 Disconnection of Service due to Demolition**

Upon a customer's written request, an account may be disconnected from the Borough's system due to demolition. Physical cut and cap disconnection to the sewer and water services must be made at the curb connection by the owner. This work will be inspected by the Department to ensure compliance and completeness and termination fees apply. Upon reconnection and reactivation of the account, reconnection fees apply.

#### **12.1.9 Winterization Turn-off/Turn-on Services**

Upon customer's request for winterization, a turn-off will be scheduled. Department personnel shall remove and/or inspect removal of the meter and the meter shall be stored at the Borough's facilities. Upon request by the customer, the meter will be scheduled for reinstallation by the Department. The customer or someone of legal age shall be present during turn-off and turn-on. Fees for turn-off and turn-on shall apply.

### **12.2.0 SEWER SERVICE**

#### **12.2.1 Quarterly Use Charge**

Sewer usage charges are calculated based upon water meter readings. The minimum quarterly charge for all classes of customers shall be based upon the number of Equivalent Service Units (ESU) for each customer. Each customer will be charged for sewer usage per 1,000 gallons of water registered on the meter in accordance with the Rate Schedule.

#### **12.2.2 Excess of Quarterly Allowance**

Excess sewer usage above the quarterly allowance will be billed in accordance with the Rate Schedule per each 1,000 gallons exceeding the allowance.

#### **12.2.3 Pool Fill Credit**

Temporary meters may be obtained from the Department for the purpose of filling swimming pools and subject to a meter deposit. Following the return of the meter and processing of the appropriate paperwork, a sewer credit will be issued.

#### **12.2.4 Sewer Credit**

Sewer credit can be requested for a broken pipe that did not introduce flow into the sanitary sewer system. The owner must make a request for the credit in writing, provide proof of repair, and field verification must be performed by the Borough. Repeated requests will be on a case by case basis and also may prompt refusal of credit consideration.

### **12.2.5 Definition of an Equivalent Service Unit (ESU)**

**Residential** is defined as a single (one) family dwelling, or each single-family dwelling in a multiple-family structure, and each single-family dwelling being serviced by a common meter, including mobile homes.

**Non-Residential** is defined as each commercial, industrial, hotel, motel, rooming house, professional, institutional, public, or other customers not mentioned, whose estimated or actual water consumption does not exceed 200 gallons per day shall be one unit. Example: 200 gal/day x 365 days = 73,000 gal/year = one unit.

### **12.3.0 CONNECTION FEES**

#### **12.3.1 Initial Fees**

The initial fees to connect directly or indirectly to the sanitary sewer and/or water system will include a service charge per unit (calculated in accordance with N.J.S.A. 40:14B-21 & 22), as well as any fees for application, review and inspection of work to be accomplished by the applicant in keeping with the Water and Sewer Department "Rules and Regulations" of The Borough of Tuckerton.

#### **12.3.2 Residential and Non-Residential Connection Fees:**

Where a non-residential, industrial, professional, institutional, public, commercial multiple unit, or other customer not previously mentioned exceeds water consumption of 200 gallons/day (73,000 gallons/year), the initial connection fee will be based on the number of units defined as follows:

**Residential:** is defined as a single (one) family dwelling, or each single-family dwelling in a multiple-family structure, and each single-family dwelling being serviced by a common meter, including mobile homes.

**Non-Residential:** is defined as each commercial, industrial, hotel, motel, rooming house, professional, institutional, public, or other customers not mentioned, whose estimated or actual water consumption does not exceed 200 gallons/per day shall be one unit. Example: 200 gal/day x 365 days = 73,000 gal/year = one unit.

The number of units shall be calculated to the nearest one-tenth (1/10) unit and multiplied by the single unit charge. The charge will be subject to adjustment after two years of actual usage history has been established.

#### **12.3.3 Connection Size**

The Borough requires that connections to the Borough's system be examined by the Borough of Tuckerton Plumbing Department for the purpose of specifying the required size.

### **12.4.0 Inspection of Service Lines and Connections:**

The Borough Water and Sewer Department shall conduct an inspection of all new water and sanitary sewer connections.

Service line connection inspections shall be performed during normal business hours. Inspections required outside of normal hours will be subject to appropriate "Service Call" overtime and/or weekend/holiday rates.

No trench is to be covered before inspections are performed.



A Certificate of Compliance (COC) will be issued by the Department subject to satisfactory inspection of the connections and receipt of satisfactory inspection of service by the Borough Plumbing/Inspection Department.

#### **12.5.0 FIRE PROTECTION SERVICE**

##### **12.5.1 Private Fire Protection Service**

An annual fee will be charged for each connection for private fire hydrants connected to the fire lines.

No water except for extinguishing fires will be used from the fire line system. The Borough has the right to require water flow detection meters and to terminate service upon notice and continuance of unauthorized water use from private fire lines. No charge will be made for water used in extinguishing fires.

#### **12.6.0 DEVELOPER CHARGES**

##### **12.6.1 Engineering Review, Permit and Inspection Fees**

**12.6.1.1 Developer Applications:** There are two levels of approval for the construction of sewer and/or water systems in Borough of Tuckerton' service area as follows:

**Preliminary Approval:** Is required for any proposed subdivision, development, building addition, or lot line adjustment.

A unit is defined as each single (one) family dwelling, or each single-family dwelling in a multiple-family structure. Non-Residential units are defined as each commercial, industrial, hotel, motel, rooming house, professional, institutional, public, or other customer whose estimated or actual water consumption does not exceed 200 gallons per day shall be one unit. Preliminary approval indicates that sewer and/or water services are available. It does not constitute approval of the applicant's plans.

**Final Approval:** Upon notification from the Borough that preliminary approval has been granted, the applicant will file for final approval of utility services. Applicants are required to post a performance bond in the amount of 100% of the estimated project cost. Upon completion of all improvements as determined by the Borough. The applicant shall post a maintenance bond in the amount of 15% of the estimated project cost for a period of two years.

##### **12.6.2 Developer Fees and Escrow Deposits**

**12.6.2.1 Application Fees:** Every application shall be accompanied by a non-refundable fee to cover administrative expenses in accordance with the Rate Schedule.

**12.6.2.2 Review Fees:** The applicant is required to post an escrow deposit with the Borough.

Fees for preliminary and final review charges will be drawn from the escrow bank account established for the applicant.

**12.6.2.3 Inspection Fees:** The applicant shall submit an initial escrow deposit based upon the cost estimate determined from the standard estimate sheet included in the Rules and Regulations.



## **12.7.0 MISCELLANEOUS CHARGES**

### **12.7.1 Temporary Use of Hydrants**

Upon formal application, the use of fire hydrants on the Borough system may be approved for temporary water service for construction and other related temporary uses. Charges will be per the Rate Schedule. The charges for water usage will be deducted from the deposit and any refund due will be made by voucher after the next Borough meeting. Any usage charges above the deposit amount shall be paid upon return of the meter.

Only hydrants, fixtures or appurtenances provided or authorized by the Borough will be used. The applicant will be responsible for protection of the Borough's water quality. The meter must be returned to the Borough every 90 days for routine cleaning and maintenance.

The Borough reserves the right to discontinue any temporary service where, in the opinion of the Borough, the operation or maintenance of this temporary service will result in damage to the Borough system or presents a hazard to the public health and welfare.

### **12.7.2 Hydrant Flow Tests**

Hydrant flow tests will be conducted by the applicant. Charges for the Borough to observe the flow test apply and the Borough will not be involved in the interpretation of the results.

### **12.7.2 Tampering, Illegal Connections, and Theft of Services**

In any case where a water meter has been adjusted, damaged or tampered with, the customer or owner on whose premises said meter is located shall be charged to recover any loss of services provided. This fee shall be in addition to the charges to replace, repair, or service the damaged meter or equipment.

Should a customer restore service (by turning on at curb box) without benefit of payment, a tampering fee will be charged and/or will be prosecuted for theft of service. This fee shall be in addition to the charges to replace, repair, or service the damaged meter or equipment.

Any future recurrence of tampering, illegal connections or any theft of services will be prosecuted in accordance with the law and will be subject to a second and third offence tampering fees.

In a case where water is being used without being metered, if applicable the customer may also be charged for water usage based on past usage history.

### **12.7.4 Water Curb Box/Meter Pit and Sewer Clean-Out Access**

It is the responsibility of the customer/homeowner to maintain access at all times to the water curb box and sewer clean-outs which are generally located within the public right-of-way or in a Borough of Tuckerton utility easement. In the event Borough of Tuckerton determines the water curb box and/or the sewer clean-out are inaccessible, the customer shall perform the work in conformance with Borough Standards and have the work inspected by the Department. An inspection fee will be assessed. The customer must complete the work within thirty calendar days of notification or Borough will have the work performed and bill the customer in accordance with the Rate Schedule or per the actual work invoice plus a 5 percent administration fee. Fees will also include any inspection and any traffic control costs.

The Borough will not be liable for any unavoidable damages associated with an inaccessible water curb box and/or sewer clean-out. Such damage may include the disruption of paved surfaces, driveways, walkways, etc., lawns or other landscaping necessary to gain access to the water curb box or meter pit and/or sewer clean-out.

If the Borough deems it necessary to gain access to the water curb box , mete pit and/or sewer clean-out due to an emergency situation, the customer will be charged in accordance with the Rate Schedule.

## **EXHIBITS**

BOROUGH OF TUCKERTON  
WATER AND SEWER DEPARTMENT  
140 EAST MAIN STREET  
TUCKERTON, NJ 08087  
609-296-2701 (P)  
609-296-4708 (F)

STATEMENT OF UTILITY SERVICES

APPLICANT: \_\_\_\_\_ PHONE: \_\_\_\_\_ (Bus.)  
\_\_\_\_\_ (Home)

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

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

BLOCK: \_\_\_\_\_ LOT(S): \_\_\_\_\_  
ACCOUNT NO.: \_\_\_\_\_ TAX MAP DRAWING NO.: \_\_\_\_\_

SINGLE FAMILY RESIDENCE \_\_\_\_\_ MINOR SUBDIVISION: \_\_\_\_\_

COMMERCIAL: \_\_\_\_\_ MAJOR SUBDIVISION: \_\_\_\_\_

WATER SEWER

1. UTILITY SERVICE CAN BE PROVIDED.

APPLICATION FOR SERVICE IS **REQUIRED**

CONNECTION WILL BE PROVIDED AS FOLLOWS:

INITIAL SERVICE CHARGES

WATER: \_\_\_\_\_ 3/4" \_\_\_\_\_ 1" \_\_\_\_\_  
(STREET)

SEWER: \_\_\_\_\_  
(STREET)

2. UTILITY SERVICE CAN NOT BE PROVIDED AT THIS DATE. \_\_\_\_\_  
APPLICATION FOR EXTENSIONS IS \_\_\_\_\_ IS NOT \_\_\_\_\_ REQUIRED.

3. UTILITY SERVICE CAN NOT BE PROVIDED AT THIS TIME. IT SHALL BE  
AVAILABLE UPON COMPLETION OF WORK BY A DEVELOPER UNDER  
APPLICATION NO. \_\_\_\_\_. CONTACT THE BOROUGH TO CONFIRM  
AVAILABILITY OF SERVICES.

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

NOTE: STATEMENT GOOD FOR ONE YEAR

BOROUGH OF TUCKERTON  
 WATER AND SEWER DEPARTMENT  
 140 EAST MAIN STREET  
 TUCKERTON, NJ 08087

EXHIBIT: 3

**SIZING FOR WATER AND SEWER SERVICES**

Property Owner \_\_\_\_\_ Date \_\_\_\_\_

Property Address \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

Zoning \_\_\_\_\_ Use Group \_\_\_\_\_

Contractor \_\_\_\_\_ License # Registration \_\_\_\_\_

Water Main Size \_\_\_\_\_ Water Pressure \_\_\_\_\_ Sewer Main Size \_\_\_\_\_

<u>PLUMBING FIXTURES</u>	<u>NUMBER</u>	<u>(sfu) WATER UNITS</u>	<u>(dfu) DRAINAGE</u>
1: Bathroom Group	_____	( ) _____	( ) _____
2: Kitchen Group	_____	( ) _____	( ) _____
3: Water Closets	_____	( ) _____	( ) _____
4: Lavatory	_____	( ) _____	( ) _____
5: Bath Tub	_____	( ) _____	( ) _____
6: Shower Stall	_____	( ) _____	( ) _____
7: Kitchen Sink	_____	( ) _____	( ) _____
8: Service Sink	_____	( ) _____	( ) _____
9: Laundry Tray	_____	( ) _____	( ) _____
10: Dishwasher	_____	( ) _____	( ) _____
11: Washing Machine	_____	( ) _____	( ) _____
12: Urinal	_____	( ) _____	( ) _____
13: Floor Drain	_____	( ) _____	( ) _____
14: Drink Fountain	_____	( ) _____	( ) _____
15: Air Conditioner	_____	( ) _____	( ) _____
Water Cooled	_____	( ) _____	( ) _____
16: Dental Unit	_____	( ) _____	( ) _____
17: Lawn Sprinkler	_____	( ) _____	( ) _____
18: Fire Sprinkler	_____	( ) _____	( ) _____
19: Hose Bibs	_____	( ) _____	( ) _____

Total \_\_\_\_\_

Gallons per minute \_\_\_\_\_

Size of Service \_\_\_\_\_

Date: \_\_\_\_\_ Approved: \_\_\_\_\_

**BOROUGH OF TUCKERTON  
 WATER AND SEWER DEPARTMENT  
 140 EAST MAIN STREET  
 TUCKERTON, NJ 08087  
 609-296-2701 (P)  
 609-296-4708 (F)**

**APPLICATION FOR UTILITY SERVICES**

CUSTOMER NAME: \_\_\_\_\_

ADDRESS: Street: \_\_\_\_\_  
 City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

SERVICE LOCATION: \_\_\_\_\_  
 Route: \_\_\_\_\_ Account No. \_\_\_\_\_ Block \_\_\_\_\_ Lot(s) \_\_\_\_\_

WATER SERVICE SIZE \_\_\_\_\_ METER SIZE \_\_\_\_\_ FIRE SERVICE \_\_\_\_\_  
 IRRIGATION SERVICE: SIZE \_\_\_\_\_ METER SIZE \_\_\_\_\_  
 TYPE OF SERVICE: Residential \_\_\_\_\_ Commercial \_\_\_\_\_ SEWER SIZE \_\_\_\_\_

	WATER	SEWER
PERMIT FEE	_____	_____
*TAPPING FEE	_____	_____
*METER COST	_____	_____
*INITIAL SERVICE CHARGE	_____	_____

FEE PAID \$ \_\_\_\_\_ PAYMENT RECEIVED: \_\_\_\_\_  
(Signed) Borough Clerk

**\*IMPORTANT NOTE: THESE CHARGES ARE DUE WHEN CERTIFICATE OF COMPLIANCE IS ISSUED AND CANNOT BE PREPAID. THESE CHARGES ARE SUBJECT TO INCREASES ACCORDING TO N.J.S.A. 40:14B-21, et seq. COSTS FOR SPECIAL EQUIPMENT AND/OR PERSONNEL NEEDED FOR INSTALLATION, SUCH AS DEWATERING AND SHORING, WILL BE CHARGED TO THE CUSTOMER.**

(Signed) \_\_\_\_\_  
Applicant/Customer (Phone Number)

**BOROUGH OF TUCKERTON  
 WATER AND SEWER DEPARTMENT  
 140 EAST MAIN STREET  
 TUCKERTON, NJ 08087  
 609-296-2701 (P)  
 609-296-4708 (F)**

**WATER SERVICE PERMIT**

ACCOUNT NO.: \_\_\_\_\_ METER #: \_\_\_\_\_ METER MFR: \_\_\_\_\_

SIZE OF SERVICE LINE \_\_\_\_\_ METER SIZE \_\_\_\_\_

CONNECTION FEE \$ \_\_\_\_\_

**INSPECTIONS:**

	DATE 1 <sup>ST</sup>	INSP 2 <sup>ND</sup>	COMMENT	INSPECTOR
Service Line				
Curb Connection				
House Connection & Meter				
Cross Connection				
Meter Pit				

\_\_\_\_\_  
Inspector

\_\_\_\_\_  
Homeowner/Applicant

BOROUGH OF TUCKERTON  
WATER AND SEWER DEPARTMENT  
140 EAST MAIN STREET  
TUCKERTON, NJ 08087  
609-296-2701 (P)  
609-296-4708 (F)

SEWER SERVICE PERMIT

CONTRACT NO: \_\_\_\_\_

ACCOUNT NO.: \_\_\_\_\_

SIZE OF SERVICE LINE \_\_\_\_\_

CONNECTION FEE \$ \_\_\_\_\_

INSPECTION FEE \$ \_\_\_\_\_

DIST: DIST:  
LENGTH \_\_\_\_\_ DEPTH \_\_\_\_\_

STREET NAME: \_\_\_\_\_

INSPECTIONS:

	DATE 1 <sup>ST</sup>	INSP 2 <sup>ND</sup>	COMMENT	INSPECTOR
Lateral				
Curb Connection				
House Connections				

\_\_\_\_\_  
Inspector

\_\_\_\_\_  
Plumber

\_\_\_\_\_  
License No.

\_\_\_\_\_  
Homeowner/Applicant

\_\_\_\_\_  
Date



BOROUGH OF TUCKERTON  
WATER AND SEWER DEPARTMENT  
140 EAST MAIN STREET  
TUCKERTON, NJ 08087  
609-296-2701 (P)  
609-296-4708 (F)

CERTIFICATE OF COMPLIANCE

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

NAME.: \_\_\_\_\_

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

PROPERTY LOCATION: \_\_\_\_\_

Account No.: \_\_\_\_\_ Block: \_\_\_\_\_ Lot(s): \_\_\_\_\_

I hereby certify that the above referenced applicant has complied with all the Water and Sewer Department Rules and Regulations of the Borough and has paid all required fees and charges.

\_\_\_\_\_  
For The Borough of Tuckerton Water and Sewer Department

BOROUGH OF TUCKERTON  
WATER AND SEWER DEPARTMENT  
140 EAST MAIN STREET  
TUCKERTON, NJ 08087  
609-296-2701 (P)  
609-296-4708 (F)

APPLICATION FOR REVIEW OF PRELIMINARY PLANS FOR UTILITY SERVICES

- 1. NUMBER OF PROPOSED UNITS: \_\_\_\_\_
- 2. FEE: \_\_\_\_\_
- 3. APPLICANT:  
     NAME: \_\_\_\_\_  
     ADDRESS: \_\_\_\_\_  
     PHONE NO.: \_\_\_\_\_
- 4. PRESENT OWNER (IF OTHER THAN APPLICANT):  
     NAME: \_\_\_\_\_  
     ADDRESS: \_\_\_\_\_  
     PHONE NO.: \_\_\_\_\_
- 5. PROPERTY LOCATION:  
     STREET: \_\_\_\_\_  
     BLOCK(S): \_\_\_\_\_ LOT(S): \_\_\_\_\_
- 6. DEVELOPMENT PLANS:  
     A. COMMERCIAL \_\_\_\_\_ INDUSTRIAL \_\_\_\_\_  
     BUILDING USE \_\_\_\_\_  
     ESTIMATED WATER CONSUMPTION \_\_\_\_\_ GALS./DAY  
     B. RESIDENTIAL \_\_\_\_\_  
     LOTS ONLY \_\_\_\_\_ LOT + HOUSE \_\_\_\_\_
- 7. DESIGNER OF PRELIMINARY PLANS (NAME, ADDRESS AND PHONE NO.)  
     \_\_\_\_\_  
     \_\_\_\_\_  
     \_\_\_\_\_
- 8. ONE SET OF PLANS IS REQUIRED WITH THIS APPLICATION.

I hereby certify as an applicant to and/or customer of the Borough of Tuckerton Water and Sewer Department that I am not currently in violation of any prior approvals or rules and regulations of the Authority, nor am I delinquent with respect to any outstanding charges, fees, etc.

APPLICANT SIGNATURE: \_\_\_\_\_  
DATE: \_\_\_\_\_  
(DO NOT WRITE BELOW THIS LINE)

DATE: \_\_\_\_\_ FEE PAID: \_\_\_\_\_ CHECK NO. \_\_\_\_\_  
BOROUGH APPLICATION NO.: \_\_\_\_\_

BOROUGH OF TUCKERTON  
WATER AND SEWER DEPARTMENT  
140 EAST MAIN STREET  
TUCKERTON, NJ 08087  
609-296-2701 (P)  
609-296-4708 (F)

**APPLICATION FOR FINAL APPROVAL OF UTILITY SERVICES**

- 1. DEPOSITS: ESCROW DEPOSITS ARE BASED ON ESTIMATES OF THE ENTIRE COST OF THE PROJECT. THE ESTIMATE SHALL BE COMPLETED ON THE "DEVELOPER CONSTRUCTION ESTIMATING WORKSHEET" PROVIDED BY THE DEPARTMENT.

DESIGN REVIEW DEPOSIT: SEE SECTION 3.3.2 OF THE RULES AND REGULATIONS

INSPECTION FEE: SEE SECTION 7.3.1 OF THE RULES AND REGULATIONS

SUBMIT COMPLETED SEPARATE "DEVELOPER CONSTRUCTION ESTIMATING WORKSHEETS" FOR SEWER AND WATER WITH THIS APPLICATION AND INDICATE TOTAL HERE: \$ \_\_\_\_\_

- 2. APPLICANT: NAME \_\_\_\_\_ PHONE NO. \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

- 3. PROPERTY LOCATION: STREET \_\_\_\_\_  
BLOCK(S): \_\_\_\_\_ LOT(S): \_\_\_\_\_

- 4. DESIGNER OF PLANS (NAME, ADDRESS AND PHONE NO.)  
\_\_\_\_\_  
\_\_\_\_\_

- 5. NUMBER OF PROPOSED UNITS: \_\_\_\_\_

- 6. TOTAL ESTIMATED WATER CONSUMPTION: \_\_\_\_\_ GPD.

- 7. IF CONSTRUCTION OF UTILITIES IS REQUIRED, APPLICANT MUST POST PERFORMANCE AND MAINTENANCE BONDS. THE PERFORMANCE BOND MUST BE POSTED PRIOR TO START OF CONSTRUCTION, IN AN AMOUNT EQUAL TO 100% OF THE TOTAL PROJECT COST ESTIMATE.

- 8. ONE SET OF PLANS AND SPECIFICATIONS IS REQUIRED WITH THIS APPLICATION.

APPLICANT SIGNATURE: \_\_\_\_\_

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

(DO NOT WRITE BELOW THIS LINE)

DATE: \_\_\_\_\_ FEE PAID: WATER \_\_\_\_\_ CHECK NO. \_\_\_\_\_  
SEWER \_\_\_\_\_

BOROUGH APPLICATION NO.: \_\_\_\_\_

**BOROUGH OF TUCKERTON  
 WATER AND SEWER DEPARTMENT  
 140 EAST MAIN STREET  
 TUCKERTON, NJ 08087  
 609-296-2701 (P)  
 609-296-4708 (F)**

**DEVELOPER CONSTRUCTION ESTIMATE WORKSHEET  
WATER SYSTEM**

PROJECT NAME \_\_\_\_\_ APPLICATION NO. \_\_\_\_\_

**I. PIPE**

<u>Size</u>	<u>Linear Feet</u>		<u>Cost/LF</u>	=	\$ _____	
6"	_____	x	\$ 30.00	=	\$ _____	
8"	_____	x	\$ 35.00	=	\$ _____	
10"	_____	x	\$ 38.00	=	\$ _____	
12"	_____	x	\$ 42.00	=	\$ _____	\$ _____
						<b>TOTAL SECTION I</b>

**II. VALVES**

<u>Size</u>	<u>Linear Feet</u>		<u>Unit Cost</u>	=	\$ _____	
6"	_____	x	\$ 550.00	=	\$ _____	
8"	_____	x	\$ 810.00	=	\$ _____	
10"	_____	x	\$ 960.00	=	\$ _____	
12"	_____	x	\$ 1,350.00	=	\$ _____	\$ _____
						<b>TOTAL SECTION II</b>

**III. FIRE HYDRANT ASSEMBLY**

Quantity \_\_\_\_\_ x Unit Cost \$2,500 = \$ \_\_\_\_\_  
**TOTAL SECTION III**

**IV. POST HYDRANT ASSEMBLY**

Quantity \_\_\_\_\_ x Unit Cost \$2,000 = \$ \_\_\_\_\_  
**TOTAL SECTION IV**

**V. WET TAP**

Quantity \_\_\_\_\_ x Unit Cost \$2,000 (6" & 8") = \$ \_\_\_\_\_  
 Quantity \_\_\_\_\_ x Unit Cost \$3,000 (12") = \$ \_\_\_\_\_  
**TOTAL SECTION V**

**VI. STANDARD WATER SERVICE**

Quantity \_\_\_\_\_ x Unit Cost \$1,000 = \$ \_\_\_\_\_  
**TOTAL SECTION VI**

**VII. DEWATERING**

Lump Sum Cost = \$ \_\_\_\_\_  
**TOTAL SECTION VII**

**VIII. ROAD RESTORATION – FOR WORK ON EXISTING ROADS**

<u>Type</u>	<u>Square Yards</u>		<u>Cost/Sq.Yd</u>	=	\$ _____	
County	_____	x	\$45.00	=	\$ _____	
Municipal	_____	x	\$30.00	=	\$ _____	\$ _____
						<b>TOTAL SECTION VIII</b>

**IX. TOTAL ESTIMATED CONSTRUCTION COSTS (I through VIII).....\$ \_\_\_\_\_**  
 (Costs include labor and materials) **TOTAL SECTION IX**

**Remarks: The above estimate is based on the current cost of comparable work being paid to qualified contractors in the project area. The Borough accepts no liability or responsibility for any errors, omissions or the adequacy of any amounts listed herein.**

Date: \_\_\_\_\_

Prepared by: \_\_\_\_\_  
 FIRM: \_\_\_\_\_

**BOROUGH OF TUCKERTON  
WATER AND SEWER DEPARTMENT  
140 EAST MAIN STREET  
TUCKERTON, NJ 08087  
609-296-2701 (P)  
609-296-4708 (F)**

**DEVELOPER CONSTRUCTION ESTIMATE WORKSHEET  
SANITARY SEWER SYSTEM**

PROJECT NAME \_\_\_\_\_ APPLICATION NO. \_\_\_\_\_

<u>I. PIPE</u>		<u>Unit Cost Per Linear Foot</u>	
<u>Depth</u>	<u>Lin. Feet</u>	<u>Size (8")</u>	<u>Size (10")</u>
0-8'	_____	x \$33.00 = \$ _____	x \$35.00 = \$ _____
8-12'	_____	x \$38.00 = \$ _____	x \$40.00 = \$ _____
12-16'	_____	x \$45.00 = \$ _____	x \$50.00 = \$ _____
16-20'	_____	x \$54.00 = \$ _____	x \$58.00 = \$ _____
<b>TOTALS</b>		\$ _____	\$ _____
			<b>\$ _____</b>
<b>TOTAL SECTION I</b>			

<u>II. MANHOLES - PRECAST</u>			
<u>Depth</u>	<u>4' Diameter Quantity</u>	<u>Unit Cost</u>	<u>5' Diameter Quantity</u>
0-8'	_____	x \$2,500.00 = \$ _____	x \$3,550.00 = \$ _____
8-12'	_____	x \$2,800.00 = \$ _____	x \$3,800.00 = \$ _____
12-16'	_____	x \$3,100.00 = \$ _____	x \$4,150.00 = \$ _____
16-20'	_____	x \$3,600.00 = \$ _____	x \$4,700.00 = \$ _____
<b>TOTALS</b>		\$ _____	\$ _____
			<b>\$ _____</b>
<b>TOTAL SECTION II</b>			

III. LATERALS - FROM MAIN TO CLEANOUT: Standard Lateral  
 Quantity \_\_\_\_\_ x Unit Cost \$1,000.00 = \$ \_\_\_\_\_  
**TOTAL SECTION III**

IV. DEEP HOUSE CONNECTION  
 Quantity \_\_\_\_\_ x Unit Cost \$2,500.00 = \$ \_\_\_\_\_  
**TOTAL SECTION IV**

V. CONNECTION TO EXISTING MANHOLE  
 Quantity \_\_\_\_\_ x Unit Cost \$1,000.00 = \$ \_\_\_\_\_  
**TOTAL SECTION V**

VI. DEWATERING  
 Lump Sum Cost \_\_\_\_\_ = \$ \_\_\_\_\_  
**TOTAL SECTION VI**

<u>VII. ROAD RESTORATION - FOR WORK ON EXISTING ROADS</u>			
<u>Type</u>	<u>Square Yards</u>	<u>Cost/Sq.Yd</u>	
County	_____	x \$45.00	= \$ _____
Municipal	_____	x \$30.00	= \$ _____
			\$ _____
<b>TOTAL SECTION VII</b>			

VIII. TOTAL ESTIMATED CONSTRUCTION COSTS (I through VII)..... \$ \_\_\_\_\_  
 (Costs include labor and materials) **TOTAL SECTION VIII**

**Remarks: The above estimate is based on the current cost of comparable work being paid to qualified contractors in the project area. The Borough accepts no liability or responsibility for any errors, omissions or the adequacy of any amounts listed herein.**

Date: \_\_\_\_\_ Prepared by: \_\_\_\_\_  
 FIRM: \_\_\_\_\_

**PERFORMANCE BOND**

KNOW ALL PERSONS BY THESE PRESENTS:

That we, the undersigned \_\_\_\_\_  
(Name or legal title and address of the Contractor)

\_\_\_\_\_, as PRINCIPAL, and \_\_\_\_\_

\_\_\_\_\_  
(Legal Title of Surety)

A corporation organized existing under the laws of the State of \_\_\_\_\_ as SURETY, are held and firmly bound unto the Borough of Tuckerton as OBLIGEE, in full and just several sums of

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_)  
in lawful money of the United States, to be paid to the said OBLIGEE, or its attorney, successors, or assigns, to the payment of which sums well and truly be made, the said PRINCIPAL SURETY bind themselves, their heirs, administrators, executors, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, said PRINCIPAL has entered into a certain contract with said OBLIGEE, dated \_\_\_\_\_ (hereinafter called the CONTRACT) for :

\_\_\_\_\_

Which contract and the contract documents for said work shall be deemed a part hereof as fully as if set forth herein.

NOW, THEREFORE, the conditions of this bond shall be such that:  
If the PRINCIPAL shall well, truly and faithfully comply with and perform the contract in accordance with the contract documents, at the time and manner provided therein, and if the PRINCIPAL shall satisfy all claims and demands incurred in or related to the performance of the contract by the PRINCIPAL and if the PRINCIPAL shall indemnify completely and shall save harmless the OBLIGEE from any and all costs and damages which the OBLIGEE may sustain or suffer by reason of failure of the PRINCIPAL to do so, and if the PRINCIPAL shall reimburse completely and shall pay the OBLIGEE any and all costs and expenses which the OBLIGEE may incur by reason of any such default or failure of the PRINCIPAL, then this bond shall be void, otherwise, this bond shall be and remain in force and effect.

The PRINCIPAL and the SURETY agree that any alterations, changes, or additions to the contract documents, and/or any alterations, changes or additions to the work to be performed under the contract in accordance with the contract documents, and/or any alterations, changes or additions to the contract, and/or any giving by the OBLIGEE of any extensions of time for performance of the contract in accordance with the contract documents and/or any act of forbearance of whether the PRINCIPAL or the OBLIGEE toward the other with respect to the contract documents and the contract and/or the reduction of any percentage to be retained by the OBLIGEE as permitted by the contract documents and by the contract shall not release the PRINCIPAL and the SURETY, or either of them, or their heirs, executors, administrators, successors or assigns, in any manner whatsoever from their liability under this bond, and the SURETY, for the value received, does waive notice of any such alterations, changes, additions, extensions of time, acts of forbearance, and/or reductions of retained percentage.

If the OWNER and the PRINCIPAL agree to arbitration, then the SURETY shall become a party thereto and be bound by the results of the arbitration.

IN WITNESS WHEREOF, the PRINCIPAL and SURETY have executed this instrument under their several seals this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its proper officers, pursuant to authority of its governing body.

(IF A CORPORATION)

Attest:

\_\_\_\_\_ By: \_\_\_\_\_  
(Corporate Principal)  
\_\_\_\_\_  
(Name and Title)

(Seal)

\_\_\_\_\_  
(Business Address)

(IF INDIVIDUAL OR PARTNERSHIP)

Witness:

\_\_\_\_\_ \_\_\_\_\_  
(Principal)  
\_\_\_\_\_ \_\_\_\_\_  
(Home Address)  
\_\_\_\_\_ \_\_\_\_\_  
(Business Address)

Witness:

\_\_\_\_\_ \_\_\_\_\_  
(Principal)  
\_\_\_\_\_ \_\_\_\_\_  
(Home Address)  
\_\_\_\_\_ \_\_\_\_\_  
(Business Address)

SURETY

Attest:

\_\_\_\_\_ By: \_\_\_\_\_  
(Corporate Surety)  
\_\_\_\_\_  
(Name and Title)  
\_\_\_\_\_  
(Business Address)

## SAMPLE LETTER OF CREDIT

(Date)

Borough of Tuckerton  
 Water and Sewer Department  
 140 East Main Street  
 Tuckerton, NJ 08087

Re: Letter of Credit No.:  
 Amount:  
 Expires:

Sir/Madam:

1. By order of (Developer), (The Bank) does hereby open this Clean Irrevocable Letter of Credit to your favor in the amount of \$\_\_\_\_\_, effective as of (Date). The expiration date shall be automatically extended for a period of one year, unless ninety (90) days prior to any expiration we shall notify you that we elect not to extend. Notice of such election shall be forwarded by certified mail to the Borough of Tuckerton Water and Sewer Department, 140 East Main Street, Tuckerton, NJ 08087. Upon receipt of said notice, you may issue your sight draft upon us subject to the requirements of Paragraph 4 herein.
2. (Developer) has received final approval from the Borough of Tuckerton Water and Sewer Department regarding water and sewer lines and is required to construct certain improvements as shown on the bond estimate for (Name of Development or Project, Date, and Identification), and approved by the Borough of Tuckerton (Date).

The estimated cost to construct and install these certain improvements has been calculated by (Developer's Engineer) and approved by the Borough of Tuckerton and such estimates are attached hereto and made a part hereof.

The Irrevocable Letter of Credit is intended to secure performance by the Developer of the aforesaid improvements, and this Letter of Credit is subject to all applicable rules and regulations of the Borough of Tuckerton Water and Sewer Department in regard to same.

3. The funds provided for herein are available to you in whole or in part against your sight draft upon us at (Location of Bank's Office), accompanied by a certificate from the Borough of Tuckerton Water and Sewer Department as follows: (a) the improvements which (Developer) is obligated to install as set forth in the documents indicated above have been improperly installed, damaged or not constructed in whole or in part; (b) itemization of the items improperly installed, damaged or not constructed in whole or in part; and (c) proof of mailing of written notification to (Developer) of the itemized list of improvements which have been improperly installed, damaged or not constructed in whole or in part as provided in (b) above; and (d) agreement from the Borough of Tuckerton to promptly return all funds to (Developer) not utilized in correcting the deficiencies certified by the Borough Engineer or expended in engineering costs or legal fees.

All drafts drawn under this Letter of Credit must state "Drawn under (Name of Bank, Letter of Credit Number, and Date).



4. The funds provided for herein are also available if (Bank) elects not to renew this Clean Irrevocable Letter of Credit provided in Paragraph 1 herein and (Developer) fails to provide such other security acceptable to the Borough. Then, and, in such event, the funds are available against your sight draft upon us at (Address of Bank) without the necessity of meeting the requirements of Paragraph 3 herein.
5. This Letter of Credit sets forth in full the terms of our undertaking, and such undertaking shall not in any way be modified, amended or amplified by reference to any documents, instrument or contract referred to herein or in which this Letter of Credit is referred to or to which this Letter of Credit relates; and any such reference shall not be deemed to incorporate herein by reference any documents, instrument or contract.
6. Except insofar as otherwise expressly stated herein, this Letter of Credit is subject to the "Uniform Customs and Practice of Documentary Credit (1983 Revision), International Chamber of Commerce Publication No. 400".
7. We hereby agree with you that drafts drawn under and in compliance with the terms of this Letter of Credit shall be duly honored if presented to the above drawee bank on or before any expiration date.
8. This Letter of Credit must accompany any draft which exhausts the credit and must be surrendered concurrently with the payment of such draft.

Very truly yours,

ATTEST: