



Bergen County Utilities Authority

Bergen County Utilities Authority

Sewer Connection Application

BCUA Form-SC002
REVISED June 2007



Bergen County Utilities Authority
Sewer Connection Department
Box 9, Foot of Mehrhof Road
Little Ferry, New Jersey 07643



SEWER CONNECTION APPLICATION

Sewer Connection Application Instructions

In accordance with Article X of the Bergen County Utilities Authority *Rules and Regulations for the Direct and Indirect Discharge of Wastewater to the BCUA Treatment Works*, any person seeking to construct a direct or indirect connection to a municipal sewer system or the BCUA's system shall pay a connection fee to the BCUA. In accordance with this rule, this **Sewer Connection Application** must be completed and submitted to the Bergen County Utilities Authority's **Sewer Connection Department** along with the connection fee payment.

INSTRUCTIONS

1. Complete page 2 of this application including name and address of the applicant and property owner and a complete description of the project.
2. Complete the **Sewer Connection Fee Calculation Sheet** to determine the total connection fee to be paid to the Bergen County Utilities Authority.
3. Initial the relevant section of the **Sewer Connection Submittal Requirement Checklist**. Submit all **TWA** forms and information, if required.
4. Submit **Sewer Connection Application** and **connection fee** to the Bergen County Utilities Authority's **Sewer Connection Department** at the address listed on page 6 of this application.

For any applicant who proposes a sewer connection directly to a Bergen County Utilities Authority sewer line, please contact the **Sewer Connection Department** directly at 201-807-8642 or 201-807-8671 for an **Application for Connection to BCUA System** or log on to bcua.org to download a copy of this application. A direct connection to a BCUA sewer line requires additional information and approvals.

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



SEWER CONNECTION APPLICATION

Applicant/Owner – Project Information

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

Name _____ Contact _____

Address: _____

City _____ State _____ Zip Code _____

Phone No. _____ Fax No. _____

2. OWNER (If different from applicant)

Name _____ Contact _____

Address: _____

City _____ State _____ Zip Code _____

Phone No. _____ Fax No. _____

3. PROJECT

Address: _____

City _____ State New Jersey Zip Code _____

Block _____ Lot _____

DESCRIPTION: The project consists of _____

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

If yes, please detail. _____

Referral Number _____
<small>For BCUA use only</small>



SEWER CONNECTION APPLICATION

Sewer Connection Fee Calculation Sheet

SECTION A

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

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

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

Type of Establishment	Measurement Unit	# of Units	Gallons per Day	GPD/Type
Residential Dwelling (single family home, duplex unit, townhouse, condominium, apartment)				
1-bedroom unit	per dwelling	_____	150	_____
2-bedroom unit	per dwelling	_____	225	_____
3-bedroom unit or larger	per dwelling	_____	300	_____
Transit Dwelling Unit				
Hotel	per bedroom	_____	75	_____
Lodging house and tourist home	per bedroom	_____	60	_____
Motel and Tourist Cabin	per bedroom	_____	60	_____
Boarding House (maximum permitted occupancy)	per boarder	_____	50	_____
Camp				
Campground/mobile recreation vehicle tent	per site	_____	100	_____
Parked mobile trailer site	per site	_____	200	_____
Children's camp	per bed	_____	50	_____
Day camp – no meals	per person	_____	15	_____
Restaurant (including washrooms and turnover)				
Average restaurant	per seat	_____	35	_____
Bar/cocktail lounge	per seat	_____	20	_____
Fast food restaurant	per seat	_____	15	_____
24-hour service restaurant	per seat	_____	50	_____
Curb service/drive-in restaurant	per car space	_____	50	_____
Club				
Residential	per member	_____	75	_____
Non-residential	per member	_____	35	_____
Racquet Club	per court hour	_____	80	_____
Bathhouse with shower	per person	_____	25	_____
Bathhouse without shower	per person	_____	10	_____
Institution (includes staff)				
Hospital	per bed	_____	175	_____
Other institution	per bed	_____	125	_____
School (includes staff)				
No shower or cafeteria	per student	_____	10	_____
With cafeteria	per student	_____	15	_____
With cafeteria and showers	per student	_____	20	_____
With cafeteria, showers, and laboratories	per student	_____	25	_____
Boarding	per student	_____	75	_____



BERGEN COUNTY UTILITIES AUTHORITY

Box 9, Foot of Mehrhof Road, Little Ferry, New Jersey 07643

SEWER CONNECTION APPLICATION

SECTION A: (cont'd)

<u>Type of Establishment</u>	<u>Measurement Unit</u>	<u># of Units</u>	<u>Gallons per Day</u>	<u>GPD/Type</u>
Automobile Service Station				
Service Station	per filling position	_____	125	_____
Service bay	per bay	_____	50	_____
Mini-market	per square foot	_____	0.100	_____
Miscellaneous				
Office building (gross area)	per square foot	_____	0.100	_____
Store and shopping center (gross area)	per square foot	_____	0.100	_____
Factory/warehouse (add process wastewater)	per employee	_____	25	_____
Factory/warehouse w/showers (add process wastewater)	per employee	_____	40	_____
Process wastewater (for factory/warehouse)	gallons per day	_____	1	_____
Laundromat	per machine	_____	580	_____
Bowling alley	per alley	_____	200	_____
Picnic park (restrooms only)	per person	_____	10	_____
Picnic park with showers	per person	_____	15	_____
Fairgrounds (based upon average attendance)	per person	_____	5	_____
Assembly hall	per seat	_____	3	_____
Airport (based on passenger use)	per passenger	_____	3	_____
Church (worship area only)	per seat	_____	3	_____
Theater (indoor)	per seat	_____	3	_____
Dinner theater	per seat	_____	20	_____
Catering/banquet hall	per person	_____	20	_____
Sports stadium	per seat	_____	3	_____
Visitor's center	per visitor	_____	5	_____

Section "A" Total GPD Credit _____

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

SECTION B

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

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

<u>Type of Establishment</u>	<u>Measurement Unit</u>	<u># of Units</u>	<u>Gallons per Day</u>	<u>GPD/Type</u>
Residential Dwelling (single family home, duplex unit, townhouse, condominium, apartment)				
1-bedroom unit	per dwelling	_____	150	_____
2-bedroom unit	per dwelling	_____	225	_____
3-bedroom unit or larger	per dwelling	_____	300	_____
Transit Dwelling Unit				
Hotel	per bedroom	_____	75	_____
Lodging house and tourist home	per bedroom	_____	60	_____
Motel and Tourist Cabin	per bedroom	_____	60	_____
Boarding House (maximum permitted occupancy)	per boarder	_____	50	_____



BERGEN COUNTY UTILITIES AUTHORITY

Box 9, Foot of Mehrhof Road, Little Ferry, New Jersey 07643

SEWER CONNECTION APPLICATION

SECTION B: (cont'd)

<u>Type of Establishment</u>	<u>Measurement Unit</u>	<u># of Units</u>	<u>Gallons per Day</u>	<u>GPD/Type</u>
Camp				
Campground/mobile recreation vehicle tent	per site	_____	100	_____
Parked mobile trailer site	per site	_____	200	_____
Children's camp	per bed	_____	50	_____
Day camp – no meals	per person	_____	15	_____
Restaurant (including washrooms and turnover)				
Average restaurant	per seat	_____	35	_____
Bar/cocktail lounge	per seat	_____	20	_____
Fast food restaurant	per seat	_____	15	_____
24-hour service restaurant	per seat	_____	50	_____
Curb service/drive-in restaurant	per car space	_____	50	_____
Club				
Residential	per member	_____	75	_____
Non-residential	per member	_____	35	_____
Racquet Club	per court hour	_____	80	_____
Bathhouse with shower	per person	_____	25	_____
Bathhouse without shower	per person	_____	10	_____
Institution (includes staff)				
Hospital	per bed	_____	175	_____
Other institution	per bed	_____	125	_____
School (includes staff)				
No shower or cafeteria	per student	_____	10	_____
With cafeteria	per student	_____	15	_____
With cafeteria and showers	per student	_____	20	_____
With cafeteria, showers, and laboratories	per student	_____	25	_____
Boarding	per student	_____	75	_____
Automobile Service Station				
Service Station	per filling position	_____	125	_____
Service bay	per bay	_____	50	_____
Mini-market	per square foot	_____	0.100	_____
Miscellaneous				
Office building (gross area)	per square foot	_____	0.100	_____
Store and shopping center (gross area)	per square foot	_____	0.100	_____
Factory/warehouse (add process wastewater)	per employee	_____	25	_____
Factory/warehouse w/showers (add process wastewater)	per employee	_____	40	_____
Process wastewater (for factory/warehouse)	gallons per day	_____	1	_____
Laundromat	per machine	_____	580	_____
Bowling alley	per alley	_____	200	_____
Picnic park (restrooms only)	per person	_____	10	_____
Picnic park with showers	per person	_____	15	_____
Fairgrounds (based upon average attendance)	per person	_____	5	_____
Assembly hall	per seat	_____	3	_____
Airport (based on passenger use)	per passenger	_____	3	_____
Church (worship area only)	per seat	_____	3	_____
Theater (indoor)	per seat	_____	3	_____
Dinner theater	per seat	_____	20	_____
Catering/banquet hall	per person	_____	20	_____
Sports stadium	per seat	_____	3	_____
Visitor's center	per visitor	_____	5	_____

Section B Total GPD _____

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



BERGEN COUNTY UTILITIES AUTHORITY

Box 9, Foot of Mehrhof Road, Little Ferry, New Jersey 07643

SEWER CONNECTION APPLICATION

CONNECTION FEE SUMMARY

1. Section B Total GPD	_____	
2. Section A Total GPD Credit	_____	Credit (if any)
3. Total GPD (Section B – Section A)	_____	GPD
4. Connection Fee Rate (per gallon)	<u>\$ 4.61</u>	Rate
5. Total Connection Fee Due (line 3 x line 4)	_____	

Please make check payable to: **Bergen County Utilities Authority**

Mail completed package to:

**Bergen County Utilities Authority
Box 9
Foot of Mehrhof Road
Little Ferry, New Jersey 07643**

**Attn: Richard Andretta
Sewer Connection Department**



BERGEN COUNTY UTILITIES AUTHORITY

Box 9, Foot of Mehrhof Road, Little Ferry, New Jersey 07643

SEWER CONNECTION APPLICATION

Sewer Connection Submittal Requirement Checklist

INITIAL AS ENCLOSED

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

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

**BERGEN COUNTY UTILITIES AUTHORITY
BOX 9, FOOT OF MEHRHOF ROAD
LITTLE FERRY, NEW JERSEY 07643**

Telephone
201-807-8642
Fax
201-807-8640

**ATTN: RICHARD ANDRETTA
SEWER CONNECTION DEPARTMENT**

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

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

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

* Contact BCUA