

Overview of the Application Process for a Sewer Connection Permit

Updated November 1, 2021

As of November 1, 2021, all residents in the Phase 1 Downtown New Egypt Sewer System are advised that sewer service is available. Per Township Ordinance No. 2020-06, you must hookup by November 1, 2022 or be subject to penalty as described in the Ordinance. Outlined below are the Five (5) key steps of the application process. We hope this information will give you what you need to easily navigate the application process and complete the steps necessary for you to obtain a Sewer Connection Permit.

STEP 1. Confirm your property is within Phase 1 of the Township's Sewer Service Area (SSA).

- For a listing of properties by address included in Phase 1 of the SSA and a map of Phase 1 go to www.plumsted.org/pmua. Please submit with your application package to the Plumsted Construction Department a completed Sewer Confirmation Form from the PMUA (see step 3 below). This will confirm your property is within the Phase 1 SSA.

If your property is not listed and you think it should be or ownership has changed, please call the Plumsted Municipal Utilities Authority (PMUA) at (609) 758-2241 ext. 132 or 112.

- The PMUA will maintain a list of properties that may be added when all the properties listed in Phase 1 are connected to the Wastewater Treatment Plant (WWTP).

Please note: the PMUA estimates it may be 2 to 3 years before it can accurately estimate that surplus treatment capacity and funding is available to serve additional properties in the SSA.

STEP 2. Connection in One (1) Year or Six (6) Months

If yours is a property listed for service, you will want to review the requirements for connecting to the Sewer System. General requirements for connection to the Sewer System are outlined in Article 2, Sections 1 - 3 of the PMUA's Rules and Regulations. For your convenience, excerpts from the Rules and Regulations are noted below. A complete copy of the Rules and Regulations is posted on the PMUA's web site at www.plumsted.org/pmua.

Please note the following:

- The connection to the Sewer System is **mandatory** and must be completed within one (1) year from November 1, 2021. Official Notice is provided by this mailing and a legal notice published in the Asbury Park Press.
- If the principal building on the property is two hundred (200') or more from the Sewer System, connection to the Sewer System is encouraged but not required.

- If the septic system or cesspool is determined to be failing and the principal building is within 200' of the Sewer System, the owner of the property shall immediately connect to the Sewer System after notice from the PMUA to do so.
- Every septic system or cesspool which is to be decommissioned can be abandoned in place provided the holding tank is cleansed and filled with soil. No septic system or cesspool shall be connected to the Sewer System. A Building Permit is required for the demolition for the septic and/or cesspool system.
- The sewer connection fee of \$1,500 is waived if the owner of the property completes the connection to the Sewer System within six (6) months. The PMUA is offering a Financial Incentive Program to offset some of the cost of connection. The Financial Incentive Program provides an interest free loan of \$4,000 to \$6,000. The loan is not required to be paid back if the property is not sold, for example, for twenty (20) years. If the property is sold within twenty (20) years, the principal loan amount is to be fully repaid at closing. The loan agreement is recorded with the Clerk of Ocean County. There is no interest charged on the loan and there is no monthly payment. The loan may be voluntarily re-paid at any time without penalty.

Step 3. The Application Requirements

- A Construction Permit from the Plumsted Township Construction Department must be obtained. All work can be completed by a New Jersey licensed and registered plumber or contractor, or if the Owner is the principal resident of the property, the **Owner may do the work**. If the property is a rental, commercial or business property the work must be completed by a **licensed plumber**. The Township and PMUA cannot recommend a licensed contractor. The licensed contractor you hire is your decision. You may want to talk with your neighbors to obtain a multi-family discount.
- The Construction Permit application submitted must contain the completed and signed building permit for the demolition of the septic system or cesspool, the plumbing permit form, UCC Jacket and from the PMUA proof that service is available to the property. These forms can be printed off the Township web site or picked up in the lobby area of the Municipal Building between 9 am and 5 pm Monday thru Friday. Completed applications may be dropped off in the lobby of the Municipal Building.
- If you will be requesting funds from the Financial Incentive Loan Program, you will, **once the sewer work is completed**, have to complete and submit a Financial Loan Agreement and Consent Form to the PMUA along with an itemized cost invoice for the work required to connect to the sewer system. The PMUA may reduce, reject or request additional documentation regarding any expense the PMUA deems outside normal industry standards. Eligible costs include and may not be limited to the decommissioning of the septic system or cesspool and any necessary site restoration costs, the internal or external plumbing required to connect the household plumbing to the sewer system, permit or inspection fees required and a grinder pump if deemed necessary by the PMUA's engineer. Under current funding the Township is expected to provide, the PMUA will reimburse the service provider up to \$4,000.00 for sewer connections up to 150 lineal feet and up to \$6,000.00 for sewer connections up to 250 lineal feet. The check will be written to the property owner who shall be responsible for

payment to the contractor(s). The Loan Application and Consent Form shall be filed by the Township with the Clerk of Ocean County and recorded against the land records of the subject property. Property owners are required to read the PMUA Rules and Regulations containing additional terms and conditions of the Financial Incentive Loan Program.

Step 4. The Time Line

- The Plumsted Township Construction Office will begin to accept applications immediately for a sewer hookup November 1, 2021 is the official date of notification that properties may begin to hook up. You will have one (1) year to connect to the WWTP or six (6) months if you accept the financial incentive program as referenced above in Step 2.
- It is the stated goal of the PMUA that all of the approximately 650 existing residential and commercial properties included in the Downtown New Egypt Collection and WWTP project will be connected to the WWTP by no later than November 1, 2022. The actual dates may be different based on weather or other factors beyond our control.

Step 5. Activate Your Sewer Service

- If you have completed the sewer lateral connection and have received a Certificate of Approval (COA) from the Plumsted Township Construction Department, the PMUA will automatically, upon receipt of the COA from the Construction Department, activate your account and send by mail to you for payment a quarterly invoice for sewer service to your residence or business.
- The monthly charge for sewer service approved by the PMUA is \$70.00. This covers the management, operation and maintenance of the collection and treatment system. The PMUA will issue a quarterly statement (every 3 months). The quarterly charge for a single family dwelling is \$210.00 (\$70 x 3). For some businesses and commercial establishments, the charge will be based on equivalent service units (ESU). One ESU equals 69,000 gallons/year. In these instances, the Executive Director of the PMUA will determine the number of ESU's to be charged based on NJDEP 7:14A-23.3

If you have any questions, please contact or have your Agent contact the Construction Official at (609) 758 2241, ext. 105 or the PMUA at ext. 112 or 132