

**LONG BRANCH SEWERAGE  
AUTHORITY**

**RULES AND REGULATIONS**

Adopted by Resolution March 8, 2006  
\*\*Revised by Resolution December 17, 2008

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## **SECTION 1 - INTRODUCTION**

### **1.1 Purpose**

The purpose of the Authority is to implement the Sewerage Authorities Law, N.J.S.A. 40:14A-1 et seq. in the public interest for the City of Long Branch in the County of Monmouth and in the State of New Jersey, in order to foster and promote relief of waters from pollution and abate the menace to public health. These Rules and Regulations are established for the conduct of the Authority's business, to cover the use of sanitary sewers and sewer systems, to provide a schedule of fees and rates, and to outline allowable procedures and whatever else is deemed proper within the sphere of the Authority's activity.

The Authority reserves the right to interpret, waive, or revise these rules and regulations, and rates as it deems necessary to meet its purpose under the law and the public interest in general.

Except as otherwise provided herein, the Authority Executive Director shall administer, implement and enforce the provisions of these Rules and Regulations.

### **1.2 Office of the Authority and Hours of Business**

The principal office of the Authority, place of business and mailing address is 150 Joline Avenue, P.O. Box 720, Long Branch, New Jersey 07740.

The office of the Authority will be open for the purpose of the transaction of regular business between the hours of 8:30 A.M. and 4:30 P.M. prevailing time, each weekday, Monday through Friday, except holidays. The office phone number is (732) 222-0500.

The maintenance division of the Authority will be open between the hours of 8:00 A.M. and 4:30 P.M. prevailing time, each weekday, Monday through Friday, except holidays. The maintenance phone number is (732) 222-0500.

Between 8:00 a.m. and midnight, emergency calls for the Sewerage Authority should be directed to the Long Branch Sewerage Authority offices at (732) 222-0500. After midnight emergency calls should be directed to the Long Branch Police Department at (732) 222-1000. They will contact Authority personnel to respond to the call, 24 hours a day.

### **1.3 Severability**

If any section, subsection, clause or provision of these Rules and Regulations and Rate Schedule shall be adjudged unconstitutional or to be ineffective in whole or in part, to the extent that it is not adjudged unconstitutional or is not ineffective, it shall be valid and effective and no other section, subsection, clause, or provision of this rate schedule in any one or more instances or under any one or more circumstances shall not be taken to affect or prejudice in any way its applicability or validity in any other instances or under any other circumstances.

#### 1.4 Resolutions

All resolutions or parts of resolutions in conflict or inconsistent with the provisions thereof are hereby repealed, but only, however, to the extent of such conflict or inconsistency; it is the legislative intent hereof that all other resolutions or part of resolutions enacted by the Long Branch Sewerage Authority now existing or in effect, unless the same being in conflict or inconsistent with any provisions of this resolution shall be and remain in force and effect.

#### 1.5 Revision of Rates, Rules and Regulations

The Authority reserves the right to revise, amend or supplement, from time to time, these Rules and Regulations, and Rate Schedules for sewer services.

#### 1.6 Effective Date

The Rules and Regulations shall take effect immediately.



## SECTION 2 - DEFINITIONS

Unless the context specifically indicates otherwise, the meaning of the terms used in these Rules and Regulations shall be as follows:

Authority shall mean the Long Branch Sewerage Authority.

Beach Clubs shall mean a public or private facility used for recreational purposes which may include a club house, restrooms, cabanas, swimming pools, restaurants, beaches, or health club type facilities.

Biochemical Oxygen Demand (BOD) shall mean the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five (5) days at 20 degrees C expressed in milligrams per liter.

Board of Commissioners shall mean the persons appointed by the governing body of the City of Long Branch to govern the Authority.

Building Drain shall mean that part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste, and other wastewater drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five (5) feet (1.5 meters) outside the inner face of the building wall.

Building Sewer shall mean the extension from the building drain to the public sewer or the place of disposal.

Connection Fee shall mean a separate capital contribution charge imposed as a fair share payment towards the cost of the existing system by a new customer, or an existing customer with a change in use or expansion that could result in increased sewerage flow to the Authority's system. The connection fee shall be calculated and updated pursuant to N.J.S.A. 40:14A-8.

Domestic Consumer Unit shall mean a dwelling or structure normally occupied by a single family.

Domestic Sewage shall mean the normal waterborne wastes derived from ordinary living processes from residences and limited to waste from kitchens, bathrooms, water closets, lavatories and laundries from commercial, institutional and industrial establishments.

Easement shall mean an acquired legal right for the specific use of land owned by others.

Effluent Criteria shall mean discharge standards for compliance with National Pollutant Discharge Elimination System (NPDES) limits in effect for the Long Branch Sewerage Authority (LBSA) treatment plant discharge, or specific discharge standards for quality and possibly quantity of industrial effluent from individual industrial premises, as established by LBSA.

Fixture Unit shall mean each plumbing unit including but not limited to sink, toilet, urinal, tub or shower.

Floatable Oil is oil, fat, or grease in a physical state such that it will separate by gravity from wastewater by treatment in an approved pre-treatment facility. The wastewater shall be considered free of floatable oil if it is properly pre-treated and the wastewater does not interfere with the collection system.

Floor drain shall mean any fixture, pipe, or other drainage device located inside of a structure, which may be interconnected to the sanitary sewer system.

Flow Equalization is the reduction in peak rates of flow, through the use of detention storage facilities or equalization tanks.

Garbage shall mean the animal and vegetable waste resulting from the handling, preparation, cooking, and serving of foods.

House Connection - See Service Lateral.

Industrial Wastes shall mean the wastewater from industrial processes, trade, or business as distinct from domestic or sanitary wastes or sewage.

May is permissive (see Shall).

Normal Sewage shall have the same definition as the term "domestic sewage".

Penalty shall mean a non-refundable charge imposed for violations of the Rules and Regulations.

Premises - Land and the buildings upon it.

Person shall mean any individual, firm, company, association, society, corporation, or group.

pH shall mean the logarithm of the reciprocal of the hydrogen ion concentration. The concentration is the weight of hydrogen ions, in grams, per liter of solution. Natural water, for example, has a pH value of 7.

Pretreatment shall mean the reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater prior to or in lieu of discharging or otherwise introducing such pollutants into the system. The reduction or alteration may be obtained by physical, chemical or biological processes, process changes or by other means except by dilution. Appropriate pretreatment technology includes control equipment, such as equalization tanks or facilities, for protection against surges or slug loadings that might interfere with or otherwise be incompatible with the system or treatment processes.

Properly Shredded Garbage shall mean the wastes from the preparation, cooking, and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than 1/2 inch (1.27 centimeters) in any dimension.

Public Sewer shall mean a common sewer controlled by a governmental agency or public utility.

Sanitary Sewer shall mean a sewer that carries liquid and water-carried wastes from residences, commercial buildings, industrial plants, and institutions together with minor quantities of ground, storm and surface water that are not admitted intentionally.

Service Lateral shall mean that portion of the public sewer which extends from the main in the street or easement to the property line. (Also called house connection).

Service Unit shall mean a unit of charge established by the Authority, which is approximately equivalent to the average discharge from a single family detached home in the Long Branch Sewerage Authority service area; the unit is not precise, but is based upon approximations of quantity and variability of discharge for various classes of system users.

Sewage is the spent water of a community. The preferred term is "wastewater".

Sewer shall mean a pipe or conduit that carries wastewater or drainage water.

Sewer System shall mean the plants, structures and other real and personal property acquired, constructed or operated or to be acquired, constructed or operated by a sewerage authority for the purposes of the sewerage authority, including sewers, conduits, pipe lines, mains, pumping stations and ventilating stations, sewage treatment or disposal systems, plants and works, connections, and outfalls, compensating reservoirs, and other plants, structures, boats, conveyances, and other real and personal property, and rights therein, and appurtenances necessary or useful and convenient for the collection, treatment, purification or disposal in a sanitary manner of any sewage, liquid or solid wastes, soil or industrial wastes.

Shall is mandatory (see May).

Slug shall mean any discharge of water or wastewater which, in concentration of any given constituent or in quantity of flow, exceeds for any period of duration longer than fifteen (15) minutes more than five (5) times the average twenty-four (24) hour concentration or flow during normal operation and may adversely affect the collection system and/or performance of the wastewater treatment works.

State shall mean the State of New Jersey.

Surcharge shall mean an additional charge added to the normal fees for violations of the Rules and Regulations of the Authority.

Storm drain (sometimes termed "storm sewer") shall mean a drain or sewer for conveying water, groundwater, subsurface water, or unpolluted water from any source.

Suspended Solids shall mean total suspended matter that either floats on the surface of, or is in suspension in, water, wastewater, or other liquids, and that is removable by laboratory filtering as prescribed in the latest edition of "Standard Methods for the Examination of Water and Wastewater", of the American Public Health Association, Washington, D.C., and referred to as non-filterable residue.

Swimming Pools shall mean a private, institutional or public swimming pool used for recreational purposes, which may have a sanitary waste discharge.

Unpolluted water is water of quality equal to or better than the effluent quality standards criteria in effect for the receiving water, or water that would not cause violation of receiving water quality standards.

User shall mean any person who discharges wastewater into the wastewater treatment works of the City.

Wastewater shall mean the spent water of a community. From the standpoint of source, it may be a combination of the liquid and water-carried wastes from residences, commercial buildings, industrial plants, and institutions, together with any groundwater, surface water, and stormwater that may be present.

Wastewater Facilities or sewerage facilities shall mean the structures, equipment, and processes required to collect, carry away, and treat domestic and industrial wastes and dispose of the effluent.

Wastewater Treatment Works shall mean an arrangement of devices and structures for treating wastewater, industrial wastes, and sludge. Sometimes used as synonymous with "waste treatment plant" or "wastewater treatment plant" or "water pollution control plant".

## **SECTION 3 - PENALTIES, FEES AND CHARGES**

### **3A. PENALTIES**

For any violation of the Rules and Regulations, the Long Branch Sewerage Authority may impose any or all of the following penalties:

- a) Discontinuance of all or part of service at the property where the violation occurs.
- b) A monetary penalty for each violation in accordance with the current Penalty Schedule. In the case of continuing violation, each day of violation shall be deemed to be a separate violation. Where there is evidence of a violation of Section 7C.4 of these Rules and Regulations, there shall be a presumption that the violation continued for each day of the calendar quarter in which the violation was observed or measured and the Authority shall have the discretion to charge a full or part quarter assessment.
- c) Assessment of all costs to the Long Branch Sewerage Authority to correct the violation, including but not limited to, reimbursement for any penalties which may have been imposed upon the Long Branch Sewerage Authority by any regulatory agency.
- d) The penalties for grease and oil violations shall be in accordance with the current Penalty Schedule.

In the case of continuing violation, each day of violation shall be deemed to be a separate violation. The penalties shall be prepared by the Executive Director and shall be modified by him based on level of flow, concentration level, remedial action and improved test results. The penalties may be appealed to the Board of Commissioners.

None of the above shall be deemed to prevent the imposition of such criminal and civil penalties as may be imposed by the Municipal Court of the City of Long Branch under the applicable ordinances of the City of Long Branch.

### **3B. FEES AND CHARGES**

#### **3B.1 Fees and Deposits to Accompany Applications and Permits**

For standard application fees, see current Standard Applications Fees and Charges in Appendix "B".

#### **3B.2 Sewer Service Charges**

All owners of property connected to the sewer system of the Long Branch Sewerage Authority shall pay to the Authority a sewer service charge in accordance with the current Sewer Service Charges Schedule.

### 3B.3 Charges to Connect to Sewer System

The following fees shall be imposed for each direct or indirect connection to the Long Branch Sewerage Authority:

Connection Fee - For the right to connect directly or indirectly to the Authority's sewer system, an applicant shall be charged a connection fee for each service unit as specified in the current Fees and Charges Rate Schedule. Such connection fees, which are charged for an initial connection (or reconnection after termination of service) to the sewer system, are an integral part of the Authority's rate schedule and are a distinct and separate charge from all other rates and sewer charges and payment for one shall not constitute payment of the other. The connection fee shall be calculated and updated pursuant to N.J.S.A. 40:14A-8.

Inspection Fees - An applicant for sewer service may also be charged for inspection work to ensure compliance of sewer connections with the Authority's Rules and Regulations as the same are promulgated, amended, modified and supplemented from time to time.

Service Lateral Installation Fees - An applicant will be charged for the installation of a service lateral whenever a physical connection is required to be made by the Authority or their designated contractor. The charge for installation of service lateral(s) shall be the actual cost incurred by the Authority.

Pre-construction laterals installed by Authority - When a lateral has been previously installed by the Authority to a vacant lot, the charge to the applicant for this lateral shall be a minimum \$1,500.00 or the actual cost of construction.

### 3B.4 Payments of Connection Fee

- a. For Single Family Residences:
  1. 50% of the total computed connection fee prior to approval of Connection Fee Form CA (at prevailing rate) & issuance of a Building Permit.
  2. Balance of Connection fee prior to approval of Connection Fee Form CB (at prevailing rate) & issuance of Certificate of Occupancy.
- b. For Multi-Family Residential Developments & All Non-Residential.
  1. 50% of the total computed connection fee prior to approval of Connection Fee Form CA (at prevailing rate) & issuance of a Building Permit. (Other than the New Jersey Sports and Exposition Authority's Monmouth Park Racetrack)

2. Balance of Connection fee prior to approval of Connection Fee Form CB (at prevailing rate) & issuance of Certificate of Occupancy.

c. For the New Jersey Sports and Exposition Authority's ("NJSEA") Monmouth Park Racetrack

1. (a) Design capacity maximum flow is to remain constant throughout the term of the Interlocal Agreement (the "Agreement") between the Long Branch Sewerage Authority and NJSEA.

1. (b) For purposes of 1(a) above, Design Capacity is computed at 350 gallons per minute for a 24 hour period or 504,000 gallons per day. (350 gallons/minute X 60 minutes per hour X 24 hours per day).

350 gallons per minute is the maximum amount of flow the LBSA has agreed to accept. Should that amount be amended by mutual written consent, the design capacity computation shall be amended accordingly. As an example, should the NJSEA and LBSA mutually agree to increase the maximum amount of flow allowable to 500 gallons per minute, the revised Design Capacity Maximum Flow would be 720,000 gallons per day. (500 gallons/minute X 60 minutes X 24 hours per day).

2. (a) Upon connection to the LBSA system, the NJSEA shall pay the Authority a connection fee equal to one-fortieth (1/40) or 2.5% of the connection fee computed as follows:

Design Capacity Maximum	504,000 gallons per day
Current Non-Residential Connection	
Fee per gallon per day	X \$12.46 per gallon per day
	\$6,279,840
One fortieth	<u>2.5%</u>
Initial Amount Due	<u>\$156,996</u>

2. (b) For each year the Agreement is in effect, after the initial payment and inception of service, the annual connection fee payment shall be computed at one fourteenth (2.5%) of the following:

	Design Capacity Maximum
X	Current Non-Residential Connection
	Fee Per Gallon Per Day

2. (c) For each year the Agreement is in effect, after the inception year, the Annual Connection Fee is due and payable on July 1<sup>st</sup>.

2. (d) A delinquent penalty of 18% per annum shall be added to any payments received after the July 1<sup>st</sup> due date. A thirty-day grace period is hereby established, if, during which payment is received, no interest shall be added. Payments received after the 30 day grace period expires shall have interest added, computed from the original due date.

### 3B.5 Waste Surcharges

Waste volumes shall be based on a metered flow, corroborated (when requested) by water meter records, well pump elapsed time meters or other recordings or observations. Charges for volume shall be as shown in the rate schedule.

Waste strength shall not exceed the limits listed in the section entitled Industrial or Commercial Service without pretreatment. Where samples indicate that strengths exceed those of a domestically equivalent waste, and if such wastes have been introduced into the Authority sanitary sewer system, surcharges will be imposed as follows:

The surcharges for Suspended Solids, Biochemical Oxygen Demand, Chlorine Demand, and other materials shall be as specified in the current Fees and Charges Rate Schedule, plus any and all additional costs resulting from the impact of those excess waste strengths of the Authority's sewer system, plus any and all testing costs associated with determining the excesses of parameter limits.

The surcharge for grease, oil, fats, either vegetable or mineral, shall be per pound for the concentrations in excess of the allowable limit of 100 mg/l in accordance with the current Rate Schedule.

Where any sample taken by LBSA or by the customer shows an excess of suspended solids and BOD in excess of 225 mg/l, grease and oil in excess of 100 mg/l, and Chlorine Demand in excess of 10 mg/l, then such surcharges as may be developed shall be applicable to a full or partial quarter assessment against the tested customer.

### 3B.6 Liens; Rights and Remedies; Enforcement

In the event that charges to connect to the sewer system or annual service charge with regard to any parcel of real property owned by any person, corporation, or other entity other than the State or any agency or subdivision thereof shall not be paid as and when due as hereinabove stated, the unpaid balance thereof and all interest accruing thereon, shall be a lien on such parcel, and all such liens shall become enforceable with and as any other municipal lien on real property in the municipality in addition to the other remedies of civil suit or foreclosure or any other remedies which may be available and provided by and under the Laws and Statutes of the State of New Jersey in such case made and provided.



In the event that charges to connect to the sewer system or any service charge of the Authority with regard to any parcel of real property shall not be paid as and when due, the Authority may enter upon such parcel and cause the connections thereof to be cut and shut-off until such service charge and any subsequent service charge with regard to such parcel and all interest accrued thereon, shall be fully paid to the Authority, and/or may avail itself of any and all other remedies which may be available and provided by and under the Laws and Statutes of the State of New Jersey in such case made and provided. The re-connection fee shall be in the amount of all labor, materials and administrative costs incurred by the Authority.

All rights and remedies provided in this rate schedule and in any amendments or modifications hereof and supplements hereto for the collection and enforcement of rates and service charges, initial service charges, connection fees or tapping fees, rents, and rates, and all other fees and charges shall be cumulative and concurrent with and in addition to those provided and authorized in and by the Laws and Statutes of the State of New Jersey in each such case and provided.

### 3B.7 Garbage Disposal Fees

The Authority will permit the use of domestic garbage disposal units in residential dwellings.

Non-residential garbage disposal units may only be installed if approved in writing by the Authority and use of such units shall be subject to the charges for garbage disposal units in the Authority's rate schedule.

### 3B.8 Floor Drain Fees

The Authority may permit floor drains, however, a permit will be required, Form "G". A supplementary charge over and above the annual sewer service charge, in accordance with Section 3B.12 E and the current Fees and Charges Rate Schedule, will be assessed. This extra charge will be billed with the sewer service charge either annually or quarterly.

The property owner will be responsible for all costs of annual permits, quarterly testing, & inspections.

The property owner will also be responsible for any costs developed from test results showing violation *of Section 7C.4, 7C.5 and 7C.6. The property owner will also be responsible for any surcharge costs as per Section 3B.5.*

### 3B.9 Swimming Pool Drain Fees

The Authority may permit commercial swimming pool drains, however, an annual permit will be required, Form H. A supplementary charge over and above the annual sewer service charge, in accordance with Section 3B.12 F, and the current Fees and Charges Rate Schedule will be assessed. This extra charge will be billed with the sewer service charge either annually or quarterly.

### 3B.10 Miscellaneous Charges

Check Processing Fee - If a check used as payment is returned by the bank for any reason, a fee will be charged against the account in accordance with the prevailing bank charge plus a \$10.00 administrative fee.

Roof Leaders and Storm Drains – If a roof leader or storm drain connection is found to exist a surcharge will be levied retroactively for the period of use (maximum two (2) years) at the rate of 0.25 units per one thousand square feet of tributary stormwater drainage area of impervious area. If not removed in sixty (60) days a penalty will be charged. (See Appendix B - Fee, Penalty and Charges Schedule).

Sump Pumps - If a sump pump connection is found to exist, a surcharge will be levied retroactively for the period of use (maximum two (2) years) on the basis of continuous discharge at 10% of the rated pump capacity (1 unit equals 85,000 gallons per year). If not removed in sixty (60) days a penalty will be charged. (See Appendix B – Fee, Penalty and Charges Schedule)

### 3B.11 Other Rates and Deposits for Escrow

When any application shall be made to the Long Branch Sewerage Authority for single family residence or other such premises wherein Form E-1 is required funds must be deposited in an escrow account to cover such charges as actual connection charge (from the Authority's current contractor), estimated road paving expenses, permit fees if necessary and cost of Police during the actual connection.

After receiving Form E-1, the Authority will advise the owner/builder in writing whether service is available plus an estimate of the above mentioned charges. This money will be held in escrow to cover these expenses. Since this amount is only an estimate, the owner/builder will either be charged additional monies if necessary or at the end of the construction after final inspection, will be refunded the unused monies.

3B.12 Minimum Annual Charges and Initial Connection Charges

The calculation of minimum service units for each connected property shall be based on the following schedule (see current "Sewer Service Charges Schedule" and "Connection Charge Schedule" for full charges):

	<u>Minimum Service Units for Annual Charge Purposes</u>	<u>Minimum Service Units for Initial Connection Charge Purposes</u>
A. Single Family Home	1.00	1.00
B. Multi-Unit Housing (including apartment, hotel/motels, townhouses, trailer stalls, dormitories, condominiums, etc.)		
a) For each apartment in a multi-family dwelling	1.00	1.00
b) For each house trailer	1.00	1.00
c) For each separate hotel/motel type room, without kitchen	0.50	0.50
d) For each efficiency hotel/motel or rooming house unit	1.00	1.00
C. Schools		
a) For each classroom	1.00	1.00
D. Commercial	*	**
E. Floor Drains, All Uses		
a) Additional per 1,000 sq. ft. or part of tributary area	0.30	0.30

\* Minimum one (1) unit, plus total actual annual meter water usage greater than 70,000 gallons, divided by 70,000 gallons.

\*\* Minimum one (1) unit, plus total estimated annual water usage greater than 70,000 gallons, divided by 70,000 gallons. Said estimated usage to be determined by reference to the NJDEP Regulations "Projected Flow Criteria", NJAC 7:14A – 23.3

	<u>Minimum Service Units for Annual Charge Purposes</u>	<u>Minimum Service Units for Initial Connection Charge Purposes</u>
b) Additional for floor drains per bay where occasional car washing may be expected	0.33	0.33
c) Additional for floor drains per bay where occasional truck washing may be expected	0.66	0.66
 F. Swimming Pool Drains		
a) For each 8,500 gallons or or part thereof capacity	0.10	0.10
 G. Beach Clubs		
a) For each member (said number of members based upon design capacity)	*	0.13 **
 H. Public Housing & Non-profit Organizations building affordable Housing		
	1.00	0.50 ***

\* Minimum one (1) unit, plus total actual annual meter water usage greater than 70,000 gallons.

\*\* Minimum one (1) unit, plus total estimated annual water usage greater than 70,000 gallons. Said estimated usage to be determined by reference to the NJDEP Regulations “Projected Flow Criteria”, NJAC 7:14A – 23.3

\*\*\* Must meet standards outlined in NJSA 40:14A-8.3

### General Notes Regarding Sewer Service Charge

1. Interest will be charged on delinquent accounts at the maximum rate permitted by statute.(1.5 % per month)
2. Charges for new installations, connections, inspections, etc., will be made on the basis of actual cost to the Authority.
3. Charges are levied in advance of service.
4. Mixed use and multi-occupant properties shall be charged service charges and connection charges per unit based on each separate use.

## **SECTION 4 - BILLING, PAYMENTS, DELINQUENCIES, ETC.**

### **4.1 Rendering of Bills for Sewer Service**

a) A bill for sewer services will be rendered on an annual basis and shall include four quarterly payments due from each customer.

b) Sewer service charges for each new unit will be initiated upon issuance of Certificate of Occupancy by the City of Long Branch.

### **4.2 Delinquent and Disputed Accounts**

Any bill unpaid thirty (30) days after the due date shall be classified as delinquent and shall be charged at the maximum statutory interest rate of 1.5 % per month calculated from the original due date.

If the check used for payment is returned by the bank for any reason, a processing fee will be charged against the account. See Section 3B.10.

Any unpaid balance of service charges and interest thereon shall be a lien against the property and action shall be initiated pursuant to the procedures specified under N.J.S.A. 40:14A-1 et seq.

Notice of delinquent charges shall be given to City officials periodically and shall be given annually to the Tax Collector of Long Branch thirty (30) days prior to the City posting notice of tax sale.

### **4.3 Discontinuance of Service**

Service may, at the sole discretion of the Authority, be discontinued for any of the following reasons:

- (a) Misrepresentation in application.
- (b) Willful waste of water through improper or imperfect pipes, fixtures, or otherwise.
- (c) Use of sewer for any other property or purpose than that described in the application.
- (d) Tampering with any service pipe, or any other appliance of the Authority.
- (e) Non-payment of any charge accruing under the application.
- (f) Refusal of reasonable access to the property for purposes of inspecting, reading, repairing, or removing meters and/or plumbing.

(g) Making, or refusing to sever any cross connection between a pipe or fixture furnished by the Authority and a pipe or fixture from any other source.

(h) Violation of any rules of the Authority.

#### 4.4 Renewal of Service

Service will be renewed when the conditions under which such service was disconnected are corrected and upon payment of all accrued charges provided in the schedule of rates or rules of the Authority.

#### 4.5 Continuing Obligation to Pay Service Charge

Upon the connection to a sewer for an improved and usable property, the obligation to pay the minimum annual service charge continues despite the failure to occupy the property or to use the sewer facilities, so long as the building or structure on the property is still available for use and the sewer facilities remain available.

Without written notice, it shall be assumed that connections are or may be active, thereby requiring sewer service. Charges will therefore continue until written notice of discontinuance, and proper application for disconnection (Form E-5) has been made and approved.

#### 4.6 Form of Payment

Form of payment may be by check, US currency, money order or electronic funds transfer. The Authority reserves the right to refuse payment rendered in significant amounts of coin. For any property on tax title lien, or any account where a check was returned by the bank, payment must be in certified check, money order, or US currency.

#### 4.7 Disconnection of Sewer Service

In the event that a sewer lateral service will be permanently discontinued, the Authority shall be notified in writing and the property owner must file LBSA Form E-5 for Disconnection. The sewer service lateral must be permanently sealed watertight by the property owner in a manner subject to the approval of the Authority. Once this has been inspected, the Application for Disconnection will be taken before the Board for final approval.

When a customer has received approval from the Authority to completely discontinue sewer service to an establishment, the customer, from that point on, is no longer subject to the annual service charge.

In the event that a house is to be demolished and rebuilt within 1 (one) year of the date of Application for Disconnection, the account will remain active and annual sewer service charges will prevail.

If, within a 2 year period of the time of disconnection, (date of Resolution approving the disconnection), a customer wishes to rebuild on said property using the existing lateral, the customer will pay a Reactivation Fee according to Long Branch Sewerage Authority Sewer Service Charges Schedule. This reactivation fee is deemed necessary by the Authority to recover the Capital and Debt Service Costs it incurred for such customer during the period of discontinued service.

If construction of the new house has begun within the 2 year time frame, and due to unforeseen circumstances, will not be finished in that time period, an extension can be applied for in writing to the Authority for an additional 2 year period.

If after a 2 year period, or one additional extension, the customer wishes to resume service with the Authority, the customer will be responsible for all Connection & Application Fees as set forth by the Authority in the Rules and Regulations.



## **SECTION 5 - RESPONSIBILITY FOR SERVICE**

### **5.1 Reasonable Access**

The properly identified authorized agents of the Authority shall have the right of access to the premises served, at all reasonable hours, for the purpose of inspection of the premises, reading meters, collecting samples, examining fixtures and pipes, observing the manner of use, and for any other purpose which is proper and necessary in the conduct of the Authority's business.

### **5.2 No Oral Agreements**

No agent or employee of the Authority has authorization to orally bind it by any promise, agreement or representation not provided for in these Rules and Regulations.

### **5.3 Damage and Repairs**

Whenever any person(s), firm(s), partnership(s), corporation(s), or any combination thereof causes or has caused any damage to the sewer system or facilities of the Authority, the party or parties causing such damage shall immediately notify the Authority of such damage. The Authority shall have the right to repair such damage or have such damage repaired, and shall have the further right to recover the full cost and expense of such repairs, including but not limited to the standard charges for work performed by Authority employees, for materials, supplies and equipment used for each repairs, from the party or parties causing such damage.

## **SECTION 6 - TAMPERING WITH SYSTEM**

### **6.1 Tampering With System**

No person(s) shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface, or tamper with any structure, appurtenance or equipment which is part of the Long Branch Sewerage Authority wastewater facilities. No person shall enter upon any property of the Long Branch Sewerage Authority without the express permission of the Authority.

## SECTION 7 - INDIVIDUAL SERVICES

### 7A. INDIVIDUAL CONNECTIONS AND SERVICES LINES

#### 7A.1 Types of Individual Connections and Services

Following are the types of individual connections anticipated into the Authority's system:

- (a) A new service lateral and a new house connection tapping into the Authority's system.
- (b) Installation of a new service lateral to an existing house connection on the Authority's system.
- (c) Resumption of service through an existing service lateral and house connection as per Section 4.3 and 4.7 of these Rules and Regulations.

#### 7A.2 Permits and Applications (Form E-1 through E-6)

All individual connections to the Authority's system, whether using existing or new facilities, must apply for a permit for connection to the sanitary sewer into the existing LBSA system.

For individual connection of residential sanitary sewers into existing Long Branch Sewerage Authority's system, applicant must file Form E-1 along with applicable fees as per the Appendix B – "Fee, Penalty, and Charge Schedule".

For all commercial or industrial connections to the Authority's system, whether using existing or new facilities, an application must be submitted on Form E-2, titled "Application for Individual Commercial Sewer Service", together with detailed plumbing plans and supporting data as may be required. In addition, the Authority may require submission of a form entitled "Application for Industrial Sewer Connection and Agreement for Industrial Wastes", Form E-3.

An "Application for Change of Use of Existing Sewerage Facilities", Form E-4, must be made upon any change in service from that described in the original application or upon any change in ownership of a commercial or industrial property. The new customer shall be responsible for making application for approval by the Authority, before sewage service is received or continued. There will be no charge for filing applications for change in type of service, unless special review or analysis is required.

An "Application for Disconnection of Sewerage Facilities", Form E-5, must be filed prior to disconnection. See Section 4.7.

If an individual wishes to change the number of units of any type of dwelling, the applicant must file Form E-6. For the change to go into effect, an inspection of the property must be conducted by the Authority Inspector and passed by Resolution by the Board of Commissioners of the Long Branch Sewerage Authority.

Applications must be signed by the property owner and the customer requesting service, with both parties accepting financial and legal responsibility for the connection and its use. The accepted application will constitute a contract between the Authority and the Applicant(s), obligating the Applicant(s) to pay the Authority's established rates, and to comply with the Authority's rules and regulations.

All applications must receive the approval of the Authority before the installation is started. All installations must be inspected and receive the approval of the Director before service is furnished.

Applications for new construction for less than 4 units, shall be accompanied by two sets of plans prepared by a registered plumber or approved contractor, showing the proposed line from the structure to the Authority main or the location of the existing line to be used. Plans must include all elevations. Upon completion of installation a certified As-Built Plan of the sewer lateral shall be provided to the Authority.

The applicant must obtain and file permits for openings in State, County or City roads as required. The applicant must pay all fees, provide bonds or deposits, insurance and meet all traffic and safety requirements.

No applications for service will be accepted by the Authority until the applicant has paid, or made satisfactory arrangements to pay, all arrears or charges at the subject premises, or due by the applicant at any premises now or heretofore occupied by him.

Application for new service connections will be accepted subject to there being existing mains in streets or right-of-way abutting the premises to be served, and subject to there being sufficient capacity available.

When a property owner has made application for a new service, or has applied for the reinstatement of an existing service, it shall be presumed that the piping and fixtures on the applicant's premises are in good condition. The Authority will not be liable, in any event, for any accident, breaks, or leakage arising in any way in connection with the pipes or fixtures of the customer, nor for any damage to the property, which may result from the usage thereof.

Service laterals are under the jurisdiction of the Long Branch Sewerage Authority and the Long Branch Plumbing Inspector. Approval of the Plumbing Inspector or a Certificate of Occupancy will be required before the Authority will accept discharge of sewage into its mains.

### 7A.3 Authority Responsibility

New connections to existing sewer mains will be at the expense of the Applicant, including tapping (if approved by the Authority), fittings, pipe, labor and related materials. Such new connections and laterals will become the property of the Authority to the property line or easement line. The Authority will maintain such new connection and new laterals from the sewer main to the property line after installation, and after inspection and approval by a representative of the Authority together with the City Plumbing Inspector. Authority maintenance will be for failure of material relating to connections and laterals from sewer main to property or easement line only. If stoppage is due to material originating from the premises served, the property owner will be billed for the repair.

### 7A.4 Size and Kind of House Connection or Building Sewer

The Authority reserves the right to determine the size and kind of service lateral from the main to the property line or easement line, from the property line to the structure to be served, or from the main in the right-of-way to the structure to be served. The materials, location and installation procedures shall conform to the latest "Specifications for Sewer Construction" on file at the Authority office, or to the requirements of the Authority's Engineer. A clean-out is required behind the curb or at an approved location on each house connection, as per standard Authority details.

That portion of the building sewer, service lateral and sewer clean-out installed and maintained by the owner shall be installed in accordance with the City Plumbing Code and the Authority specifications, and shall be inspected and approved by the City Plumbing Inspector and the Authority Inspector prior to backfilling the trench. Any construction not approved shall be immediately removed and reconstructed in an approved manner.

### 7A.5 Building Sewer Location

No building sewer shall be laid within five (5) feet of any gas pipe, water service or any other facility of any public utility company, nor within five (5) feet of any open excavation, vault or meter pit; nor shall the location be under any sidewalk or driveway unless approved. All building sewers shall be installed within the limits of the customer's property and a minimum of three (3) feet from any property line(s) or building walls. Landscaping shall be located so as to minimize root intrusion into the building sewer, and in no event shall trees be placed within five (5) feet of any building sewer.

Installation of building sewer shall be in accordance with all applicable local, State and Federal requirements and regulations.

#### 7A.6 Elevation of Sanitary Fixtures

Under no circumstances shall any sanitary fixtures be located in a building at an elevation lower than the front curb elevation or street centerline elevation, whichever is higher unless special precautions are incorporated into the fixture from the sanitary sewer main because of high flows or a blockage.

Prior to installation of any fixture which may be lower than the elevation heretofore specified, the owner shall obtain the approval of the City Plumbing Inspector and the Sewerage Authority on the type of precautions that will be taken to eliminate the potential flooding of premises with sewage. In the event a fixture is found to be installed at any point lower than heretofore specified, the Authority reserves the right to revoke the sewer connection permit or discontinue service until the fixture is removed or positive control measures are instituted to eliminate any potential surcharging of the building with sewage.

In building sewers where lowest fixture is below the next upstream manhole, it is mandatory that special protective devices such as check valves be incorporated and maintained at all times in the building sewer by the owner.

Under no circumstances shall the Authority be responsible or liable for any back-ups or surcharges into fixtures or structures located at an elevation lower than the curb elevation or street centerline elevation routing the property, or upstream manhole rim elevation, whichever is higher.

#### 7A.7 Maintenance by Customer

All house connections, building sewers, sewer clean-outs and fixtures furnished by the customer or the Authority shall be maintained by the customer in good order, and all piping and connections furnished and owned by the Authority and on the property of the customer shall be protected properly and cared for by the customer. All leaks in the building sewer or other pipe or fixture in or upon the premises served must be repaired immediately by the owner or occupant of the premises. The customer shall be responsible for notifying the Authority of the party engaged by said customer to do any maintenance work on the customer's building sewer, prior to work being commenced, and said party shall not backfill any trench until the work has been inspected and approved by the Authority's representative. Any work not acceptable shall be immediately removed and replaced by work which is acceptable.

The Authority shall in no way be responsible for maintaining any portion of the building sewer owned by the customer, or for damage done by sewage escaping therefrom; or for lines or fixtures on the customer's property; and the customer shall at all times comply with the applicable municipal regulations with respect thereto, and make changes therein, required by reason of changes of grade, relocation of mains or otherwise. The owner shall be responsible for all stoppages within the house connection and the building sewer from the building to the main, if caused by discharge from the buildings on the site.

#### 7A.8 Prohibited Connections

Under no circumstances may any of the following be connected to the sanitary sewers, either directly or indirectly:

- (a) Foundation underdrains, or sump pumps.
- (b) Stormwater collector area drain or yard drain.
- (c) Rain conductor or down spout.
- (d) Grease pit.
- (e) Air conditioning equipment, except condensate which will be permitted under conditions approved by the Authority.
- (f) Storm water inlets or catch basins.
- (g) Drains from places of equipment or manufacturing process, except when specifically authorized under the provisions of these Rules and Regulations.

#### 7A.9 Property Served by Single Service Lateral

A service lateral from the curb, easement line or right-of-way line to a property, shall not serve more than one building unless otherwise approved. Upon proper application of the owner, a property may be served by two or more building sewers, each of which, for billing purposes, may be considered as being one customer account.

#### 7A.10 Single Service Laterals with Two or More Customers

Where two or more customers are now served through a single service lateral, when any violation of the Rules and Regulations of the Authority occurs, with respect to either, customer, and said violation is not corrected after reasonable notice, the Authority may take such action as may be taken for a single customer. However, such action will not be taken until a customer who has not violated the Authority's Rules and Regulations has been given a reasonable opportunity to connect his pipe to a separately controlled sewer service lateral.

#### 7A.11 Policy on Blockages and Repairs

Following is the policy of the Authority with regard to procedures for repairs of sewer service laterals and house connections to the Authority's system due to a stoppage or failure.

A. If the problem is found to exist between the property line or easement line and the house or building, then the property owner shall be responsible for proceeding with all necessary corrective work.

B. If the problem is found to exist between the property line or easement line and the main sewer, then the Authority shall be responsible for proceeding with all necessary corrective work.

If the work is performed by the Authority and it is found that the problem has been caused by faulty use of the sewer by the property owner, such as discharge of bulky materials, discharge of acids, etc., then all costs must be borne by the property owner, including the costs of labor of any Authority personnel and costs of equipment and materials provided by the Authority, and shall be paid promptly by the property owner to the Authority. If not paid promptly, the amount of said costs shall be added on to the next sewer bill submitted to the property owner.

Under no circumstances shall the Authority be responsible for damage to furnishings or house or building interiors unless negligence on the part of the Authority is demonstrated.

#### 7A.12 Unauthorized Connection

No person(s) shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer, service lateral or appurtenance thereof without first obtaining a written permit from the Authority.

#### 7A.13 Floor Drains

The connection of floor drains to the sewer system may be permitted by the Authority, on a case by case basis, subject to but not limited to the following criteria:

(a) No interconnection of storm water drains with the sanitary sewer system will be permitted.

(b) Assurances must be provided by all current and future owners of the property, that discharges into the floor drains will never include waste oil, gasoline, coolant, anti-freeze, brake and transmission fluids, paint, volatile or explosive liquids. Also, no discharge of any item prohibited by USEPA, NJDEP, or LBSA regulations shall be permitted. The property owner shall be responsible to determine restricted items.

Such assurances may include deed restrictions, affidavits, annual permits, or other form of assurance determined by the Authority.

(c) Floor drains located below street level are subject to the same requirements as fixtures under Section 7A.6 of these Rules and Regulations.



(d) The property owner shall be responsible for the maintenance of all floor drains.

(e) Notices are to be prominently posted and maintained, by the owner, instructing the building occupants as to the restrictions on floor drain use. Such notices must be maintained and replaced or updated when necessary.

(f) A grease, oil, and sand separator will be required on the outlet pipe from the floor drains as required in Section 3B.5 of these regulations, unless waived by the Authority. The above noted devices will be located outside of any structure or building and subject to inspection by the Authority. An approved clean-out must be installed between the above described devices and the property line, prior to connection to the sewer system.

(g) Additional pre-treatment units, controls, access manholes and special facilities may be required for specific installations.

(h) The Authority may conduct tests of flow, utilizing a NJDEP approved laboratory. All costs will be borne by the property owner, including surcharge billing.

(i) The Authority reserves the right to order or disconnect floor drains from the sewer system for violations of these Rules and Regulations.

(j) Any floor drains in existence prior to the adoption of this regulation shall be required to conform to the terms of this section.

#### 7A.14 Swimming Pool Connections

The connection of swimming pools to the sewer system may be permitted by the Authority on a case by case basis after application, inspection and approval by the Authority. Such approval will be conditioned upon the following matters:

- a) The only acceptable discharge will be from the pool contents, from treatment system backwash, and from restrooms. No discharge of other wastes will be permitted, particularly from but not limited to cleaning fluids, acid wash solutions, filter sand, leaves, twigs or other materials which would otherwise not be acceptable into the sanitary sewer system of the Authority.
- b) In order to limit the rate of discharge, the maximum pipe size for connection to the Authority system will be 2" diameter pipe for gravity systems. The maximum size for pumping systems will be 1" diameter pipe or an equivalent orifice. Exceptions may be made to this requirement on a case by case basis only in the event of a problem with pipe slope, or if the discharge is into an Authority sewer 12" in diameter or greater.
- c) Connection to the Authority system must be preceded by an acceptable screening device.

- d) The discharge pipe line must include a double check valve, or other approved backflow prevention method to insure against back-up from the Authority system into the pool.
- e) Each application must be accompanied by a sketch showing the exact location of the desired connection, and the pipe line, valves, appurtenances, and pool structure. Any change from the plan must be noted on the as-built sketch.
- f) Connection to the Authority sewer must conform to standard Authority details.
- g) Notice must be given to the Authority upon each instance in which a portion of all of the pool water, except for routine filter backwash, is to be discharged into the Authority System.
- h) The Authority reserves the right to order the disconnection of pool drains from the sewer system for repeated violations of these Rules and Regulations.

## 7B. SANITARY SEWER SERVICE

### 7B.1 Standards for Sanitary Sewer Fixtures

Under no circumstances shall any sanitary fixtures be located in a building at an elevation lower than the front curb elevation or street centerline elevation, whichever is higher, unless special precautions are incorporated into the fixture from the sanitary sewer main because of high flows or a blockage.

Prior to installation of any fixture which may be lower than the elevation heretofore specified, the owner shall obtain the approval of the City Plumbing Inspector and the Sewerage Authority on the type of precautions that will be taken to eliminate the potential flooding of premises with sewage. In the event a fixture is found to be installed at any point lower than heretofore specified, the Authority may revoke the sewer connection permit or discontinue service until the fixture is removed or positive control measures are instituted to eliminate any potential surcharging of the building with sewage.

Any and all construction work requiring supervision by LBSA personnel must be performed in conformance with applicable OSHA, PEOSHA, Confined Space Entry Regulations, and all other applicable Federal, State and LBSA regulations concerning job and employee safety. Authority personnel will not participate at any job site where the above-noted regulations are not adhered to.

## 7B.2 Sump Pumps

Sump pumps for removal of storm water runoff or basement leakage are not permitted to discharge into a sanitary sewer as per the Rules and Regulations and in accordance with the current edition of the Plumbing Code adopted by the New Jersey Division of Community Affairs. Discharge from existing sump pumps must be removed from the sanitary sewer system within sixth (60) days, (see Section 3B.10).

Routine house inspections may be made by the Authority to determine the existence of sump pumps.

## 7C. INDUSTRIAL OR COMMERCIAL SERVICE

### 7C.1 General Requirements

Industrial and commercial establishments making application for initial sanitary sewer service, or making additions or changes to existing sanitary sewer service or use, in addition to making written application for such service, shall furnish a detailed description of the type and size of buildings, and nature of the business to be conducted in each structure, the number and type of fixtures to be served, the type, volume and chemical characteristics of the waste to be discharged, and such other information as may be required. Such applications shall also furnish the Authority four (4) copies of 24" X 36" or 36" X 42" plans showing at a scale, no less than 1" = 100', the following:

- (a) The boundaries of the property.
- (b) The location within the property of the structures to be served.
- (c) The location and profile, (with respect to finished grade) of the services.
- (d) Details of the proposed connections to the sewerage system, and arrangement and details of meter and sampler installation should they be required.
- (e) Location of sampling manhole, either within or immediately outside of property line. Exact location to be determined by LBSA.

### 7C.2 Agreement Required

The Authority will accept industrial wastes into the sanitary sewage system, upon execution of a formal, written agreement, and under and subject to the provisions appearing in said agreement, and the rules stated hereinafter. The agreement will set out in detail the characteristics of the wastes, the flow conditions that shall govern the conditions and costs with respect to the physical connection or connections, and the annual service charges. The form of Agreement is as contained herein under Appendix "A". It will be the policy of the

Authority to consider each application on its merits, and to establish specific conditions applicable to the particular situation, for each agreement. No connection shall be made prior to execution of the agreement.

Industrial users shall be responsible to alter the operations of their facilities either by pre-treatment of their wastewater or by modifications to their process in order for the facility to be in compliance with these Rules and Regulations.

Industrial users shall notify the Authority two weeks prior to any process change, which will alter the wastewater stream either in quantity or pollutant concentration of the wastewater.

Any and all construction work requiring supervision of LBSA personnel must be performed in conformance with applicable OSHA, PEOSHA, Confined Space Entry Regulations, and all other applicable Federal, State and LBSA regulations concerning job and employee safety. Authority personnel will not participate at any job site where the above-noted regulations are not adhered to.

#### 7C.3 Industrial or Commercial Sewer Connection Applications and Fees

For a connection involving the acceptance of industrial wastes, the applicant shall submit complete data along with a completed Application for Industrial Sewer Connection and Agreement for Industrial Wastes, Form E-3.

For a connection from a commercial property where the wastes are of a domestic quality, the applicant shall submit complete data along with a completed Application for Individual Commercial Sewer Service, Form E-2.

Applicant shall deposit with the Authority a filing fee, review fees, and inspection fees, as described in the Rates section of these regulations.

#### 7C.4 Prohibited Wastes and Discharges

It shall be unlawful for any person to discharge, deposit, cause or allow to be discharged or deposited any pollutant or wastewater, which will interfere with the operation and/or performance of the POTW. A user shall not under any circumstances contribute to the Authority's waste stream anything which in anyway contributes to a violation of any of the parameters in the Authority's NJPDES Permit or contains any of the following substances:

- (a) Any vapors or steam.
- (b) Any fluids with temperature in excess of 110 degrees Fahrenheit.

(c) Any fluid wastes which contain in excess of 100 Mg/l of fat, oil or grease, either vegetable or mineral.

(d) Any liquids, solids or gases which by reason of their nature or quantity are, or may be, sufficient either alone or by interaction with other substances to cause fire or explosion or be injurious in any other way to the POTW or operation of the POTW.

At no time, shall two successive readings on an explosion hazard meter, at the point of discharge into the system (or at any point in the system) be more than five percent (5%) nor any single reading to be over ten percent (10%) of the Lower Explosive Limit (LEL) of the meter.

Prohibited materials include, but are not limited to, gasoline, kerosene, naphtha, benzene, toluene, xylene, ethers, alcohols, ketones, aldehydes, peroxides, chlorates, perchlorates, bromates, carbides, hydrides, and sulfides and any other substances which the Authority, State and/or EPA have determined present a fire hazard or hazard to the system.

(e) Any solids or viscous matter which may cause interference with the flow of wastes, such as ashes, grease, garbage with particles greater than one-half inch in dimension, cinders, stone or marble dust, concrete, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, asphalt residues, residues from refining or processing or fuel or lubricating oil, wood, manure, hair or similar substances. Equipment or trucks carrying such materials shall not be washed and have the wash water discharged into the system.

(f) Any corrosive fluid wastes having a pH value less than 6.0 or in excess of 9.0 or possessing other properties capable of causing damage or hazard to sewers, structures, treatment process, equipment or operating personnel.

(g) Any wastes containing toxic or poisonous pollutants in sufficient quantity, either singly or by interaction with other pollutants, to injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, create a toxic effect in the receiving waters of the POTW, or exceed the limitation set forth in the Authority's NJPDES permit. A toxic pollutant shall include but not be limited to any pollutant identified pursuant to Section 307(a) of the Clean Water Act.

(h) Improperly shredded garbage.

(i) Any noxious or malodorous gas or substance, which is capable of causing a public nuisance or hazard to life or are sufficient to prevent entry into the sewer for their maintenance or repair.

(j) Any wastewater with objectionable color not removed in the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions.

(k) Any wastewater containing radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the Authority in compliance with applicable State and/or Federal regulations.

(l) Any non-polluted water including storm water, cooling tower water, and air conditioning units discharge water, roof leaders, sump pumps.

(m) Any wastewater with Dissolved Oxygen concentration below 0.5 mg/l.

(n) Any wastes containing components which exceed limits set forth by the County, State or Federal regulatory agencies.

(o) Any waste heated to an extent which will inhibit biological activity in the treatment works (ie) 65 degrees C at the sewer connection.

#### 7C.5 Grease, Oil and Sand Separators

When, in the reasonable opinion of the Authority Engineer, grease, oil and sand interceptors or oil reclaimers are required, they shall be provided and maintained at the expense of the owner, in continuously efficient operating condition. Grease and oil interceptors shall be constructed of impervious materials, capable of withstanding abrupt and extreme changes in temperatures. They shall be watertight, substantially constructed and equipped with readily removable access covers. Where deemed necessary, cold water sprays shall be installed. The design and pertinent data shall be submitted to the Authority for review and approval prior to construction or installation. Separators must be constructed entirely on the property of installation. Separators must be constructed entirely on the property of the owner. An approved grease separator must be used on the outlet sewer of every restaurant, and must be of sufficient capacity so that the requirements of Section 7C.4(c) herein shall not be exceeded at any time.

The owner must submit proof to the Authority of periodic cleaning. Separators must be cleaned at least every three months, unless evidence is provided that this frequency may be expanded or reduced.

Separators are subject to inspection by the Authority to insure maintenance. Inspections will be made during reasonable hours.

#### 7C.6 Pretreatment of Industrial Wastes

The Authority reserves the right to require pretreatment and/or flow equalization where the chemical or flow characteristics of the proposed wastes, in the opinion of the Executive Director, Director of Operations, Authority Engineer, State or Federal agencies, make such pretreatment or flow equalization desirable or mandatory. Some of the characteristics which may indicate pretreatment are listed below:

- (a) 5 day B.O.D. in excess of 300 Mg/l.
- (b) Suspended solids in excess of 350 Mg/l.
- (c) Any fluid wastes which contain in excess of 100 Mg/l of fat, oil or grease, either vegetable or mineral.
- (d) Average daily flow in excess of 17% of rated capacity of the collection line or pumping station.
- (e) Quantities of flow, concentrations, or both which constitute a "slug". In no case shall a slug load have a flow rate or contain a concentration or quantities of pollutants that exceed for any time period longer than fifteen (15) minutes more than three (3) times the average 24 hour concentration, quantities, or flow during normal operation.
- (f) Presence of arsenic, barium, cadmium, chloride, chromium, copper, cyanide, fluoride, iron, lead, magnesium, manganese, nickel, nitrate, selenium, sulfate, zinc, or pH values outside the acceptable limits as described in Section 7C.4. The following criteria shall apply:
- (g) The following limits are based on NJPDES permit limits in derivation of local limits to prevent pollutant pass through into the receiving waters. The substances listed below shall not exceed the following specified limits:

(i) <u>Parameter</u>	<u>Maximum Instantaneous Concentration Mg/l, grab sample</u>
Arsenic	0.30
Barium	1.00
Cadmium	0.20
Chromium (hexavalent)	0.40
Copper	0.40
Cyanide	1.40
Lead	0.40
Mercury	0.04
Selenium	0.40
Zinc	1.00
Manganese	0.20
Silver	0.10

(ii) Persistent pesticides not to exceed one one- hundredth of the TL50 value of 96 hours as determined by appropriate bioassay.

(Persistent pesticides are defined as natural and synthetic materials having a half-life of greater than 96 hours, which are used to control unwanted or noxious animals or plants. They include fungicides, herbicides, insecticides, fumigants and rodenticides).

- (h) Dissolved solids in excess of 1,500 Mg/l.
- (i) Ammonia (NH<sub>3</sub>) in excess of 40 Mg/l.
- (j) Phenol in excess of 1 Mg/l.
- (k) Chlorine demand in excess of 15 Mg/l.
- (l) Hydrogen sulfide, sulfur dioxide, nitrous oxide or any halogen gas in excess of 10 mg/l.

Where pretreatment and/or flow equalization facilities are required they shall be provided and continuously maintained in an effective operation condition at all times, at the expense of the industry.

Each industry connected to the Authority sewer system shall be responsible for maintaining a quality of effluent from their premises, which conforms to the provisions established in their agreement with the Authority.

The owner or operator of all retail food establishments, catering establishment, commercial food preparation facilities, meat processing facilities, and such other uses which may be designated by the Authority, which may result in the accumulation of oils, fats, cellulose starch, proteins or grease in the sanitary sewer system of the Long Branch Sewerage Authority, may be required to add into each sanitary sewer line serving such use a continuous application of bacteriological culture formulation to control and treat such discharges, which culture formulation and application schedule shall be approved by the Authority. All appropriate records concerning the operation of such a program shall be made available to the Authority on a monthly basis. Other remedies will also be considered.

#### 7C.7 Sampling, Inspection, and Testing of Wastewater

Sampling and analysis shall be done by a NJ State Certified laboratory so as to conform with accepted practice, and in accordance with the current edition of “Standard Methods for the Examination of Water and Wastewater”, published by the American Public Health Association, Washington, D.C.



Inspection and testing of wastewater shall be performed by the Authority to determine if a user is in compliance with these Rules and Regulations. The cost of sampling an analysis to determine compliance with the term of the agreement shall be borne by the industry, although conducted by the Authority or its duly authorized representative. All industrial users are responsible for any wastewater analysis required by other governing agencies.

The user shall provide a control structure either within their property limits or immediately outside the property whereby the inspection and testing of the wastewater may be carried out in a safe and efficient manner. The sampling control structure shall adhere to requirements set forth in section 7C1. Inspection and testing shall be carried out during any normal hours of operation for that user as indicated by them and without prior advance notice.

#### 7C.8 Industrial Waste Flowmeter and Sampler

At the Authority's discretion some industrial users may be required to install and operate, at their own cost, a flowmeter of the totalized-indicator-recorder type.

They shall also be required to install a wastewater sampler to periodically take and preserve a portion of the wastewater stream. The flowmeter and sampler must be approved by the Authority, with the cost borne by the industry.

All industrial users required to install such a flowmeter will be required to operate the flowmeter on a 24 hour basis and shall be required to submit the recorded output to the Authority on demand.

The cost of preparing and submitting this data for consideration by the Authority shall be borne by the industry. Likewise, the cost of sampling and analysis to determine compliance with the terms of the agreement shall be borne by the industry, although conducted by the Authority or its duly authorized representative.

#### 7C.9 Control Manhole or Control Structure

In such instances where it is agreed that the industrial waste will be received following pretreatment, drawings and specifications shall be submitted for approval by the Authority Engineer showing all pertinent details of the flowmeter, wastewater sampler and housing to be used, to meter and sample the flow of industrial wastes, and also details of the control manhole to be constructed on the industrial waste connection. The manhole shall be provided with adequate access manhole covers of approved type, through which access shall be possible by Authority personnel at all times. Drawings, specifications, reports, etc. shall be submitted in quadruplicate and shall be prepared and sealed by a professional engineer, registered in the State of New Jersey. An approved shut-off valve may be required on the discharge sewer immediately upstream of the sampling manhole.

Commercial or industrial customers permitted to connect to Authority sewers, even though not initially be required to provide pre-treatment, may be required to provide a control manhole and/or meter and sampler as described in Sections 7C1 and 7C8, whether upon initial connection or change in use.

#### 7C.10 Penalty of Discontinuance

In the event that any industry fails to conform to these regulations, or fails to comply with the terms and conditions of their agreement with the Authority, which failure causes damage of any sort to the Authority or Authority's employees, the Authority shall determine the extent of the damage and bill the industry accordingly. If such bill is not paid within ten (10) calendar days from the date of the bill, legal action may be instituted to enforce collection, and the Authority may resort to termination of the connection after giving twenty-four (24) hours notice.

The Authority reserves the right to cancel the agreement, upon one year's written notice, in the event of repeated failure to comply with the terms of the agreement, or the Rates, Rules and Regulations of the Authority. In the event of imminent hazard to the system or personnel, or violations of the Clean Water Enforcement Act (Chapter 28, P.L. 1990) the Authority reserves the right to terminate service immediately, and to substantiate the action within five (5) days thereafter.

#### 7C.11 Industrial Sewer Rates

Service charges for industrial wastes shall be as shown in Appendix "B" "Fees, Penalty and Charge Schedule".

#### 7C.12 Surcharge for High-Strength Wastewater

High-strength wastewater, including pretreated wastewater that does not meet the limits and standards set by the Long Branch Sewerage Authority will be subject to rate surcharges. (See Appendix "B"). Surcharges shall be based on results of Authority surcharge sampling program.

A single sample per quarter shall be presumptive that the strengths therein changed for the entire quarter in which the sample was taken.

#### 7C.13 Industrial Service Revisions

The industrial wastewater parameters and the criteria for industrial waste limits are subject to future revision or modification as may be required by the New Jersey Department of Environmental Protection and Energy (NJDEP), the United States Environmental Protection Agency (USEPA), and/or the Long Branch Sewerage Authority (LBSA).

#### 7C.14 Accidental Discharges

All industrial users shall provide such facilities and institute such procedures as are reasonably necessary to prevent or minimize the potential for accidental discharge of prohibited substances or other materials listed in these Rules and Regulations, including but not limited to accidental discharge from liquid or raw material storage areas, from truck and rail car loading and unloading areas, from in-plant transfer or processing of materials handling areas, and from diked areas or holding ponds of any waste listed in these Rules and Regulations. Facilities to prevent accidental discharge of prohibited materials shall be provided and maintained at the user's own cost. Detailed plans showing these facilities and operating procedures shall be submitted to the Authority for review and approval. NO user who commences contribution to the POTW after the effective date of these Rules and Regulations shall be permitted to introduce pollutants other than domestic sewerage into the system until accidental discharge procedures have been approved by the Authority. Said review and approval does not in any way limit the liability of the property owner or operator. In the case of an accidental discharge, it is the users responsibility to immediately telephone and notify the Authority of the incident. The notification shall include location of the discharge, type of waste, concentration and volume, and corrective action.

Within two (2) days following an accidental discharge the user shall submit to the Authority a detailed written report describing the cause of the discharge and the measures taken by the user to prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage, or other liability to the Authority, fish kills, or any other damage to person or property; nor shall such notification relieve the user of civil penalties, or other liability which may be imposed by this article or other applicable law.

#### 7C.15 Grease Traps

A grease interceptor shall be provided at all restaurants, factories, office buildings and other locations where food is being prepared and oil and grease has the capability of entering the sanitary sewer system.

Where grease has the capability of entering the sanitary sewer system, a grease interceptor or trap shall be provided. The trap or interceptor shall be of a type and capacity approved by the Authority in compliance with applicable Plumbing Codes and these Rules and Regulations. The interceptor or trap shall be located outside the building it serves as close to the fixture as practical. The interceptor or trap shall be sized for the maximum discharge to be expected during peak operating periods. The interceptor shall be preceded by a flow control device to prevent the interceptor or trap from exceeding its design capacity. The interceptor or trap shall be installed at a location where it is readily accessible for maintenance by the owner and periodically inspected by Authority personnel. A manhole cover shall be installed at ground level for inspection and maintenance purposes. The grease interceptor or trap shall be either a commercial steel manufactured unit specifically for grease interception or a concrete chamber. If the unit is a steel manufactured type, it should be installed underground in a separate concrete chamber. If a concrete chamber is proposed it shall be a double compartment type. The minimum size grease interceptor or trap shall be 1,000 gallons, unless the Authority specifically approves an alternative type and/or size unit.

(a) Sizing the Units

1) Grease interceptors and grease traps shall be sized based on the peak flow through the unit. The sizing will be based on the criteria outlined in Section 6 of the National Standard Plumbing Code or by “Testing and Rating Procedure for Grease Interceptors with Appendix of Sizing and Installation Data” of the Plumbing and Drainage Institute, Standard PD-1 – G101. The grease interceptor must be a two component unit and in no case have a capacity of less than 1,000 gallons, unless the Authority specifically approves an alternative type and/or size unit. Design calculations and plans shall be submitted to the Authority for approval. The interceptor shall have a retention capacity of not less than two pounds of grease for each gpm of peak flow. The submitted information must include design plans showing the location of the unit, the materials and dimensions and a proposed maintenance schedule. Grease traps shall be located as close as possible to the source. Upon approval by the Authority, permission to connect the unit to the Authority system will be issued.

2. Installation of grease traps on plumbing (to be retrofitted) within existing buildings will be reviewed on a case-by-case basis. Units manufactured by AGI or approved equal may be acceptable if a hardship exists, as determined by the Authority.

(b) Construction

Grease traps are generally made of pre-cast concrete, and are purchased completely assembled. However, very large units may be field-constructed.

Grease traps shall be buried so as to intercept the building sewer. They must be level, located where they are easily accessible for cleaning, and close to the wastewater source. Efficient removal of grease is very important and a two-chamber trap shall be used which has a primary (or grease-separating) chamber and a secondary (or grease-storage) chamber. By placing the trap as close as possible to the source of wastewaters, where the wastewaters are still hot, the separating grease at the surface of the first chamber can be removed by means of an adjustable weir and conveyed to the separate secondary chamber, where it accumulates, cools and solidifies. This decreases the requirement for cleaning and allows better grease separation in the first chamber.

The inlet, outlet and baffle fittings are typically of “T” design with a vertical extension 12 in. (30 cm) from the tank floor and reaching well above the water line.

To allow for proper maintenance, manholes to finished grade shall be provided. The manhole covers shall be of gas-tight construction and be designed to withstand expected loads.

(c) Maintenance

All grease interceptors require periodic maintenance and cleaning. Experience will show the optimum cleaning cycle, but generally each interceptor should be cleaned on a weekly or monthly basis. Existing grease interceptors of very limited capacity may require cleaning on a daily basis. The use of enzymes or other chemicals to attempt to keep the grease in suspension shall not be used. Experience has shown that these compounds only deposit the grease down stream from the trap in the sanitary sewer system. Any blockages caused by the illegal use of employees will be removed by the party responsible at their cost. The Owner of an interceptor must show evidence to the Authority Personnel during their periodic inspection that the interceptor has been cleaned on a regular basis. This evidence will include either a contract for yearly cleaning and evidence the contract is in force or an invoice for each cleaning event. If the Authority Personnel finds during their semi-annual inspection that the interceptor is not being properly maintained and grease is entering the Authority system, the Owner will be responsible to clean the Authority system or the Authority will perform the work and bill the Owner. If there is continued evidence of lack of maintenance at a facility, the Authority reserves the right to disconnect the violator from the sewer system. All costs to disconnect and reconnect will be borne by the Property Owner.

## **SECTION 8 - SEWER MAIN EXTENSIONS**

### **8.1 General Provisions**

Persons proposing subdivisions or developments requiring a main extension for sewer service shall prepare applications described in this section with the necessary supporting documents. The policy of the Authority is to permit extensions only when paid for and installed by the applicant. No facilities for collection, treatment or disposal of sewage within the service area of the Authority shall be constructed unless the Authority shall give its consent and the Authority Engineer shall approve Contract plans and specifications therefore.

It is the policy of the Authority to charge connection fees for connection to its sewer system following the rates set forth in the Authority's Rate Schedule. The connection fee is charged per Service Unit.

Unless otherwise approved, where locations do not front the sanitary sewer, residential subdivisions containing three or more building sites or lots or any residential structure to be used by three or more families, regardless of volume of flow, and all non-residential developments such as schools, commercial buildings, industrial buildings and other structures will be required to install a sanitary sewer system to be connected with the nearest existing sanitary sewer in the City.

For residential subdivisions not fronting on a sanitary sewer and containing two or less building sites or lots, or if the lands are deemed by the Authority to be too remote from any existing facilities, consideration will be given to an individual sewage system with a dry sanitary sewer system or approved alternative for future use in lieu of connection to existing facilities.

Any main extension and related facilities (other than industrial septic systems) installed under the provisions of this section, or easement required for the purpose, shall be transferred to the Authority as hereinafter described.

During construction but before final acceptance, the Authority shall have the right to use any completed portion of the system without waiving its right to further inspection or testing or to order correction of any defects provided the Authority does not unreasonably delay inspection, testing and acceptance of that portion of the system.

Use of the sanitary sewer system for the discharge of sump pumps, or drainage from cellar drains, leaders, downspouts, drainage tile, cooling system drains and other similar discharges shall not be permitted.

Unpolluted industrial cooling waters and unpolluted drainage shall be discharged into a storm sewer or natural outlet.

Easements will be required for sewers not located within an existing public right-of-way. The width of such easements will be determined by the Authority, depending on the size and depth of sewer to be located in the easement. Easements must be extended to the nearest adjacent property if future service will be required.

Easement documents must be in a form acceptable to Authority Counsel, and must incorporate the following language:

No fill, material, machinery, appliances, or similar objects may be placed on the said premises which will impose an additional loading in excess of 100 lbs. per square inch (100 lbs./sq. inch) without the prior written approval of the Authority. Provided, however, that nothing contained herein shall be deemed to limit the ability of grantors to use the land over the easement for the storage of vehicles.

## 8.2 Applications - General

A sequence of applications for sewer extensions are required for the Authority's determination of needs, availability of service, effect of proposed extension, and inspection of installed extension. Application forms are available from the Authority. No application will be considered unless a Professional Engineer registered in the State of New Jersey is in charge of the planning and design of the proposed sewerage facilities and has affixed his seal and signature to the submissions. Each application shall be submitted in duplicate with the designated fees to the Authority not less than thirty (30) days prior to the Authority meeting at which action of the application is desired.

Applications shall be signed by the property owner. If the property owner is a partnership, applications shall be signed by a general partner, or, in the case of a corporation, by an officer of the corporation. Signature of agent, attorney or engineer is not acceptable.

Each application must be accompanied by those fees, deposits and guarantees described herein, or in the section of Fees and Charges. All fees accompanying applications shall be cash, certified check or acceptable other draft at the option of the Authority. (For standard applications, see Appendix "A").

The review and inspection fees shall be placed in an escrow fund, with interest as required by law, from which expenses will be paid by voucher. If so required by the Authority, additional deposits shall be made by the Applicant to meet expenses; surplus funds shall be returned to the Applicant after payment of all fees and after final acceptance of the facility by the Authority. The Applicant will be required to pay all costs incurred by the Authority on his project.

Where deposits or guarantees are based on estimated construction costs, a submission shall be made by the Applicant's engineer and verified by the Authority's engineer. The approved construction cost shall be based on the estimated period of construction and shall include all on-site and off-site work; and for bonding purposes a 20% contingency allowance will be added.

Inspection work by the Authority, its employees, engineer or agents is intended only to review compliance of the work with the approved design documents. Such inspections (or lack of inspections) are not intended to review safety precautions, adherence to State or Federal regulations, or hazards to the public, contractor employees, or third parties. Each applicant assumes full responsibility for damages or injuries caused on its work sites, and agrees to indemnify and provide separate defense for the Authority and representatives against all actions or claims.

Where off-site facilities are involved, the following policies shall prevail:

- A. The Developer is considered responsible for providing off-site facilities to provide capacity for his development.
- B. The design of off-site facilities is to be undertaken by the Developer, and shall be subject to design standards established by the Authority and subject to review of the Engineer and approval of the Authority. The off-site design is based upon the total community needs, rather than capacity for the development along. The design parameters shall be provided to the Developer by the Authority.
- C. Where the Authority requires additional capacity for areas outside of the development, it will assume the additional cost for increase in facilities size to service such areas.
- D. Off-site facilities shall be installed by the Developer, and shall be subject to design standards established by the Authority and subject to review of the Engineer and approval of the Authority. The Developer's share of the costs must be available to finance the initial construction (i.e. the Authority should not be required to finance the Developer's share) unless specific alternate arrangements are approved by the Authority.
- E. The Authority's share of off-site facilities may be credited against connection fees. If the Authority's share exceeds the total of all connection fees, a lump sum payment may be made toward the cost.
- F. All approved and accepted on-site and off-site facilities installed by the Developer shall be transferred to the Authority, where they lie in public rights of way or easements. Said transfer of facilities must take place prior to the release of performance guarantees.

### 8.3 Application for Conceptual Review - Form A

An application describing the proposed residential, commercial, or industrial development, or other project, shall be submitted to the Authority with supporting data to determine the economic and technical feasibility of extending sewer service. This application shall be submitted concurrent with filing of conceptual subdivision or site plan application with the Long Branch Planning Board or Zoning Board. The Authority may defer or waive certain parts of this supporting data at its discretion where the cost of data preparation is excessive for the development or project planning and approvals. Approval of this application shall be valid for a period of two (2) years from date of approval, and may be extended upon written request and approval by the Authority with a maximum being tied into a TWA Permit approval maximum extension.



In addition to the application, the Applicant shall furnish three (3) copies of a sewer plan layouts, (proposed and existing shown) together with other utilities, structures, roads, buildings, etc. with a minimum scale 1" = 30 ' in the area,. proposed system outline and route of construction, and estimated quality and volume of flow. Elevations shall be based on mean sea level, or the City datum.

The Authority shall analyze the submitted applications and supporting data and report to the Applicant the Authority's recommendations and/or findings. These findings may be furnished to the City Planning or Zoning Board as support material.

If the Authority determines that portions of the existing downstream system do not have sufficient capacity to accept flow from the proposed development, then the Authority may require payment for, or the construction of, supplementary off-site facilities to accommodate the additional flow. Costs shall include all engineering and overhead costs.

The application and supporting data will be reviewed by the Authority to determine compliance with the Authority's Rules and Regulations, applicable statutes, and projected growth patterns. Approval of this application, with conditions set by the Authority, shall be a mutual agreement between the applicant and the authority regarding the terms and conditions for providing sewer service, including the construction or financing of off-site facilities considered necessary by the Authority.

The Applicant shall pay all permit and application fees to the Authority (see Fee Schedule), as well as applicable fees to Long Branch Sewerage Authority and New Jersey Department of Environmental Protection for permits to construct sewers and/or other structures within flood plains, wetlands and the right-of-way limits of State, County, Municipal roads and all railroads, and all other permits must be secured by and paid for by the Applicant.

The Applicant must inform and secure any necessary clearance and/or approval from any public utility involved. Proof of such notice and/or approvals shall be filed with the Authority.

The applicant shall pay all permit and application fees to the Authority (see Appendix "B" for Fee Schedule), as well as applicable fees to New Jersey Department of Environmental Protection (NJDEP) for permits to construct sewers and/or other structures within flood plains, wetlands and the right-of-way limits of State, County, Municipal roads and all railroads, and all other permits must be secured by and paid for by the Applicant. In addition, the Applicant shall prepare all applications and submit all data required by the current Rules and Regulations of the NJDEP, including:

- (a) NJDEP Form CP-#1, with engineer's signature and seal where designated, 2 copies.
- (b) NJDEP Form WQM-006, Engineer's Report, signed and sealed, 5 copies.
- (c) City of Long Branch resolution approving the project, 2 copies.
- (d) Receipts of notifications to proper agencies, 2 copies.

- (e) U.S.G.S. Quad Map, 3 copies.
- (f) Final Plans and Profiles, signed and sealed, 6 copies.
- (g) Checks for proper applicable fees payable to Treasurer, State of New Jersey

The applicant must inform and secure any necessary clearance and/or approval from any public utility involved. Proof of such notice and/or approvals shall be filed with the Authority.

Before construction may commence, the Applicant must also furnish the following:

- (a) NJDEP approval to construct.
- (b) Performance guarantees, as hereinafter specified.
- (c) Insurance certificates, with coverage as hereinafter specified.
- (d) Schedule of construction.
- (e) Payment for off-site facilities.

Approval of construction by the Authority will be valid for a period of two (2) years unless the applicant requests an extension - up to the limits of the TWA Permit. If no TWA Permit exists an extension may be granted by the Authority for an additional two (2) year period.

In the event that the first 50% of the connection fees for the entire project have been paid, the permit extension will be automatically approved, if a formal written request is submitted so that the Authority is kept abreast of the status of construction, as well as the commitment of flow, that may still be outstanding.

If the extension period expires without notification to the Authority, the application may be resubmitted in its previous form. If there is no change in the application, it may then be renewed by the Board of Commissioners without additional review. Should there be any change in the application in site or system condition, or in the LBSA Rules and Regulations, an entirely new review, with the appropriate fees, may be required. It shall not be necessary for LBSA to notify an applicant that his time period has expired, that will be the responsibility of the applicant. Application shall be required upon the expiration of any of the above noted time periods.

Capacity in the system will not be reserved unless a) the Authority approval is still valid, and b) all connection fees are paid.

#### 8.4 Performance Guarantee Reduction/Release

Upon satisfactory completion of construction, inspection, and testing, the applicant shall request that the Authority approve the installed system (or part thereof).

Ownership, maintenance and operation of the system shall be the responsibility of the Authority only after specific written final acceptance is issued by the Authority Engineer for all or part of the system. Unless this written final acceptance is issued by the Authority Engineer, the ownership, maintenance and operation shall remain the responsibility of the Applicant. However, operation of the system may not commence until a permit for operation is issued by the Authority Engineer and notification has been sent to the State Department of Environmental Protection. The applicant will be subject to all and any payments of any fines, levies and/or assessments prior to the final acceptance of the ownership of the system by the Authority.

This request shall be accompanied by:

- (a) Three (3) copies of as-built plans (as described hereinafter), one of which must be reproducible, prepared and certified by the applicant's engineer and approved by the Authority engineer.

##### Electronic Formats

One (1) Compact Disk containing the CAD-generated data file(s), referenced into the New Jersey North American Datum 1983, 1996 adjustment (NAD), Zone 2900. Digital mapping data should reference one (1) unit = (1) U.S. foot in decimal format. Where applicable, topographic elevations shall be in the New Jersey North American Vertical Datum 1988 (NAVD 88).

The following digital formats are acceptable:

AutoCAD (DWG) Release 14 or later  
Data Exchange Format (DXF)  
Microstation (DGN)  
ESRI (SHP) or higher version

The digital CAD files shall have mapped features and associated text stored on unique layers. The CAD files shall be saved with a display view matching the submitted hardcopy print.

- (b) All necessary documents, legal descriptions and plans approved by the Authority that will permit the dedication of all necessary facilities, property and easements that are in inherent and necessary part of the complete project. (Also see Section 8.1).
- (c) Proof of payment of all fees and charges required by the Rules and Regulations up to and including this application.

- (d) Operating Permit for that portion of sewerage facilities covered by this application.
- (e) Releases from all parties having jurisdiction over any part of the project.
- (f) Certified copy of Final Map as recorded with the County Clerk.
- (g) A written release from any legitimate complainant on record with the Authority (or a suitable Authority inspector's report on the complaint).
- (h) A signed voucher for release of cash bond.

Upon recommendation of the Authority Engineer, a partial reduction in the performance guarantee may be approved by the Authority. Such reduction will apply only to the Bond or Letter of Credit; no portion of the cast bond will be returned until full and final Performance Bond Release has been approved.

A Maintenance Bond as described in Section 8.9 shall be posted upon approval of Performance Bond Release.

#### 8.5 Performance Guarantee and Insurance

A performance guarantee satisfactory in form to the Authority, in the amount of at least 120% of the total approved construction cost of that portion of the project covered by the application, shall be furnished once the Authority approves the project. The guarantee shall remain in full force and effect for the duration of construction and until release is approved by the Authority. The guarantee shall assure the Authority of complete acceptable construction, and shall further guarantee that said construction will be in accordance with the Rates, Rules and Regulations of the Authority, the plans and specifications and Engineer's Report and cost estimate approved by the Authority Engineer. The approved guarantee shall be in the form of a 90% performance guarantee by approved surety and 10% cash or certified check. The amount of the required performance guarantee may be increased for due cause by the Authority, including periods of construction extending more than one (1) year. In the event of default or non-performance by a developer, as determined solely by the Authority, part or all of the performance guarantee may be applied by the Authority to completion of the work.

The applicant prior to the commencement of construction, shall furnish to the Authority satisfactory certificates of insurance indicating that the applicant has in force and will maintain in full force and effect for the duration of the construction the following coverages:

- (a) Workmen's Compensation Insurance - with limit under Coverage B for Employer's Liability set at \$1,000,000.

- (b) Contractor's Comprehensive General Liability Insurance - with combined single limits for bodily injury and property damage of \$1,000,000 per occurrence and \$2,000,000 aggregate.
- (c) Excess Liability – Contractor shall maintain excess Liability coverage in addition to general liability and auto liability coverage with limits of \$5,000,000 per occurrence, \$10,000,000 aggregate
- (d) Motor Vehicle Insurance - \$1,000,000 combined single limit liability for bodily injury and property damage.
- (e) Subcontractor Insurance - each contractor working on the site, or in connection with this project, must carry identical insurance coverage to that listed herein, and also section (f).
- (f) The applicant shall agree to indemnify and save harmless the Long Branch Sewerage Authority, its officers, Engineers, agents and servants from and against any loss, resulting from negligence or the fault of the applicant in the case of work covered by the application. Further, the applicant shall also indemnify and save harmless the LBSA (including costs of providing a defense) against any damage done to other utilities arising out of the applicant's operation, and name LBSA as an additional insured on their general liability policy.
- (g) The expiration date shall be listed for each policy, and certifications should indicate that thirty (30) days notice will be given to the Authority of expiration or cancellation of policies.
- (h) Insurance certificates must identify the subject project or development by name and LBSA project number.

Said coverage shall be duly issued by an insurance company authorized to do business in the State of New Jersey with a rating not less than (A). The Authority and its Engineer shall be named as an additional insured on the applicant's insurance policy. In cases where the character or nature of the proposed construction are such as to present an unusual hazard or higher than normal risk of damage or injury, the Authority may require the provision of increased amounts of liability and property damage insurance.

The contractor, developer and/or builder is totally responsible for safety precautions on or off the site for operations relating to a project, and must carry insurance or be personally responsible for personal injury or property damage claims from employees, the public, or third parties. It is the responsibility of the developer that all policies must remain in full force and effect until approved completion of construction, including any final repairs.

## 8.6 Construction Procedures

No construction may start without "authorization to construct" from the Authority, a "permit to construct" from the State Department of Environmental Protection, and a minimum one (1) week's notice to the Authority of intention to start work.

During construction, the Authority intends to have personnel present on the site to observe the installation of sewerage facilities. The purpose of such observations will be only to achieve an acceptable installation and will not incur any responsibility for safety practices on the site, or liability for injury or damage caused by the contractor's operations. The cost of such observation shall be borne by the applicant.

Work will be rejected for the following reasons:

- (a) it is performed or backfilled without observations by Authority personnel or representatives;
- (b) it is performed after the Authority's authorized agent disapproves these regulations;  
or
- (c) it fails to pass the testing requirements stipulated elsewhere in these regulations.

Work will be approved only after final observation, testing, corrective work, approval of restoration by the City and property owners, and written certification by the Authority's Engineer.

The Authority reserves the right to stop work on the project, if materials, workmanship, or operations are not in conformance with specifications or Authority regulations. Failure to stop work may result in the following:

- (a) Rejection of all work.
- (b) Notification to surety that performance guarantees are being violated.
- (c) Notification to City that issuance of building permits and certificates of occupancy should be terminated.
- (d) Police action if work is being performed in public rights-of-way or in a manner detrimental to the public welfare.

The contractor, builder, sub-divider, and all subcontractors must abide by the requirements of the State Construction Safety Code, and the OSHA regulations. Neither the Authority nor its engineer or agents are responsible for adherence to such regulations, or for other safety precautions related to the project. (Also see Section 9.4).

If there is any portion of the project left in a hazardous condition, or if reasonable orders issued by the Authority or its Engineer are not followed, the Authority reserves the right to use the cash portion of the performance guarantees to rectify the condition. Five (5) days written notice of such intention will be issued by the Authority to the Applicant and his surety, unless hazards to the public require more urgent action. If the cash funds are inadequate, additional funds must be posted, or the Authority may demand action by surety.

#### 8.7 Maintenance Bond

Prior to final release of the performance guarantee the Applicant shall submit a maintenance bond from acceptable surety, in form approved by the Authority. The bond shall be in the amount of 15% of the original approved construction cost estimate, and shall extend for two (2) years from the date of the resolution releasing the performance guarantee, and until an acceptable final inspection. No partial maintenance bonds will be accepted.

#### 8.8 Design and As-Built Plans

Upon final approval by the Authority Engineer, as-built plans shall be submitted to the Authority, using the following guide lines and check list:

- Drawing Size: Approx. 24" X 36"
- Name of development and lot and block number in title box, and "As-Built" clearly labeled.
- Horizontal Scale: 1" = 30'
- Date of as-built survey and name of surveyor
- North arrow
- Profiles
- Distances
- All other utilities shown on plan or encountered
- Invert and rim elevations
- Slopes
- Autocad with GIS point to coordinate in Monmouth County GIS system
- Locations of house connections or laterals
  - horizontal location, distance from downstream manhole
  - horizontal location of plugged end relative to two permanent structures

- Notations as to the finished elevations of any structure wherein fixtures lie below curb grade, and as to the facilities (e.g. check valves) used on the connection.

- Location of pipe in easements (easements labeled)
- Location of manholes in easements (tie to existing structures)
- Pipe materials
  - main line sewer (class of pipe)
  - laterals - size and material
- Certifications
  - drawings signed and sealed by developer's engineer (P.E. or L.S.)
- Transfer of Ownership of Easements and Sewerage Facilities, using wording:

Sanitary sewer easements shown on this drawings and all sanitary sewerage facilities installed as shown herein are hereby dedicated to the Long Branch Sewerage Authority, upon acceptance.

- Drawing Materials – mylar or other reproducibles (one set) and blue-line prints (two sets) upon final acceptance.

#### Electronic Formats

One (1) Compact Disk containing the CAD-generated data file(s), referenced into the New Jersey North American Datum 1983, 1996 adjustment (NAD), Zone 2900. Digital mapping data should reference one (1) unit = (1) U.S. foot in decimal format. Where applicable, topographic elevations shall be in the New Jersey North American Vertical Datum 1988 (NAVD 88).

The following digital formats are acceptable:

AutoCAD (DWG) Release 14 or later  
Data Exchange Format (DXF)  
Microstation (DGN)  
ESRI (SHP) or higher version

The digital CAD files shall have mapped features and associated text stored on unique layers. The CAD files shall be saved with a display view matching the submitted hardcopy print.



## **SECTION 9 - TECHNICAL DESIGN AND CONSTRUCTION STANDARDS**

### **9.1 State and Authority Standards**

Sewerage facilities shall be designed and constructed in strict accordance with the current edition of the New Jersey Department of Environmental Protection "Rules and Regulations", the current edition of the Plumbing Code adopted by the New Jersey Division of Community Affairs and the Authority's "Specifications for Sewer Construction".

### **9.2 Special Facilities**

Pumping stations, metering and sampling stations, air relief and vacuum breaker chambers, pretreatment facilities, flow equalization facilities, package treatment plants and other sewerage facilities shall be designed and constructed subject to the approval of the Authority and based on the specific characteristics of each project.

### **9.3 Construction Standards**

Construction shall meet the specifications under Section 11 for sewer system and pumping station construction. Pipe, manholes, pumping station equipment, and appurtenances shall be installed in accordance with manufacturer's recommendations and Authority standards. The methods and means of construction shall be employed so as to be in accordance with the highest standards of construction, and so as to produce an end product which is durable and safe. Any questions as to the construction methods used shall be resolved by the Authority or the Authority's Engineer.

All work shall be open for access by representatives of the Authority, who may inspect all construction and reject any non-conforming work or materials. Construction is not deemed complete until after final acceptance, which will not occur until all work is tested and all sites cleaned, final pavement is placed over sewer installations, a suitable operating and testing period is completed for pumping stations, and until a final inspection is made by Authority personnel.

The Authority or its Engineer may require testing of installations, materials, or equipment, to insure adherence to specifications and standards. Any items that fail such testing shall be repaired or replaced as approved.

Notice shall be provided to all utilities and public safety officials when operating in public rights-of-way. During construction, all public or private utilities shall be properly protected. Any damaged facilities shall be promptly repaired or replaced to the satisfaction of their owners.

#### 9.4 Safety Provisions

IT IS UNDERSTOOD THAT THE CONTRACTOR WILL BE SOLELY RESPONSIBLE FOR INITIATING, MAINTAINING AND SUPERVISING ALL SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK.

He will take all necessary precautions for the safety of, and will provide the necessary protection to prevent damage, injury or loss to all employees on the work and other persons who may be affected thereby.

The Contractor will comply with all applicable laws, ordinances, rules regulations and orders of any public body having jurisdiction for the safety of persons or property, or to protect them from damage, injury or loss. He will erect and maintain, as required by the conditions and the progress of the work, all necessary safeguards for safety and protection and in addition he will comply with all applicable recommendations of the Manual of Accident Prevention in Construction of the Associated General Contractors of America, Inc.

If at any time, in the opinion of the Authority, the work is not properly safe in respect to public travel, persons on or about the work, or public or private property, the Authority shall have the right to order such safeguards to be erected and such precautions to be taken as it deems advisable and the Contractor shall comply with such orders. If, under such circumstances, the Contractor does not or cannot immediately put the same into proper and approved condition, or if the Contractor or his representative is not upon the site so that he can be immediately notified of the insufficiency of safety precautions, then the Authority may cause the work to be put into such a condition that it shall be, in its opinion, in all respects safe, and the Contractor shall pay all expenses of such labor and materials, as may have been used for this purpose by it. Such actions of the Authority, or its failure to take such action, shall in no way relieve the Contractor of the entire responsibility for any cost, loss or damage by any party sustained on account of the insufficiency of the safety precautions taken by him or by the Authority acting under authority of this section.

The Contractor shall comply with the Department of Labor Safety and Health regulations for construction promulgated under the Occupational Safety and Health Act of 1970 (PL91-596) and under Section 107 of the Contract Work Hours and Safety Standards Act (PL91-54).

The project shall be subject to all of the Safety and Health Regulations as promulgated by the U.S. Department of Labor on April 17, 1971. Contractors are urged to make themselves familiar with the requirements of these regulations.

The Contractor shall comply with the Long Branch Sewerage Authority Confined Space Entry Program, and no Authority personnel will be permitted to participate in any work or interact with the Contractor if the Contractor does not have the appropriate equipment in compliance with said statute and with the Authority Program.

The Contractor shall keep in his office, ready for immediate use, all articles necessary for giving "First Aid to the Injured". He shall also have standing arrangements for the immediate removal and hospital treatment of any employees or persons who may be injured on or about the work.

Any and all construction work requiring supervision by LBSA personnel must be performed in conformance with applicable OSHA, PEOSHA, Confined Space Entry Regulations, and all other applicable Federal, State and LBSA regulations concerning job and employee safety. Authority personnel will not participate at any job site where the above-noted regulations are not adhered to.

## **SECTION 10 - INSPECTION AND TESTING OF INSTALLED FACILITY**

### **10.1 Inspection of Sewage System During Construction**

All construction of sewage systems shall be under the jurisdiction of the Authority, either directly or through inspectors under the supervision of the Authority Engineer.

- (a) The Authority Engineer and the Applicant's Engineer shall enforce compliance with the approved plans and specifications.
- (b) The Authority Engineer or Executive Director shall have the Authority to have the work discontinued in the event of non-compliance.
- (c) Once all work has been completed, all inspections have been approved and all outstanding fees have been paid, the Authority will submit to the Building Department of Long Branch, Form CB (Approval by the LBSA to Issue Certificate of Occupancy.)
- (d) No sewer connections shall be made to the appropriate street main whether tested or not unless under the supervision and inspection of the representative for the Authority.

A temporary, leak proof bulkhead type plug shall be installed in the upstream (inlet) side of the manhole furthest downstream in any sewer main or branch under construction and shall remain intact and unloosened until permission is received from the Authority to remove same. This permission will not be granted until each section of the sewer has been cleaned and flushed in a manner acceptable to the Authority.

### **10.2 Testing of Completed System**

All sewer mains shall be subjected to either an infiltration or exfiltration test, or under special circumstances to a low pressure air test. Exfiltration tests shall be conducted in lieu of infiltration tests when the pipe has been laid above the groundwater level. Infiltration tests shall be used only when the groundwater level is above the crown of the sewer and completely surrounds the pipe during the period of testing. The tests shall be performed between two manholes or as otherwise directed by the Engineer for the Authority and shall include all related sewerage including house connections.

The contractor shall furnish all labor, materials and equipment necessary for the testing.

Exfiltration tests shall be under at least a four (4) foot head or a pressure corresponding to a head equal to the depth of the lower manhole of the section under the test.

Allowable infiltration or exfiltration shall not exceed a rate of 100 gallons per mile, per inch of diameter of sewer, per 24 hours.

In order to ensure that there shall be no gushing or spurting streams entering the sewer, the contractor shall be held responsible for water-tightness of the line, shall satisfactorily repair all joints and other parts not sufficiently watertight and then shall make additional tests of the infiltration or exfiltration until the test results conform to the requirements given herein and until all visible leaks are eliminated.

Detailed criteria for testing, and special requirements, are included in the Authority's "Specifications for Sewer Construction".

Sewer Pipe Cleaning - After testing and before final acceptance of the work, the Contractor shall clean the entire sewer system, unless such procedures are specifically waived by the Authority. The cleaning method employed shall utilized Jet-Vac Sewer Cleaner or approved equal, and all material collected at the downstream end of the system shall be removed by vacuuming, and shall not pass downstream.

Upon completion and visual acceptance, all lines are to be internally examined using a television camera, to check for improper joints, off-grade pipe, and damaged pipe. The inspection is to be witnessed on a monitor screen by Authority personnel, and a video tape and / or CD is to be furnished, as approved.

## **SECTION 11 - SPECIFICATIONS FOR SEWER CONSTRUCTION**

### **11.1 Earthwork and Backfill**

Limits of Excavation - Excavations shall be made to the approved lines which shall be of sufficient width outside the structures to give room for placing and removing forms for concrete and for forming pipe joints. Excavations for all structures shall not be plowed, scraped, or machine-dug closer than 3" to the finished subgrade. The last 3" of depth for all structures including pipe shall be removed with pick and shovel to the exact lines and grades just before placing foundation material, or pipe supports. Due allowance shall be made for excavating to a depth below the pipe invert to accommodate foundation material or pipe supports. Bell holes shall be hand excavated for any pipe with a bell dimension larger than the pipe barrel.

In general, the widths of pipe trenches shall not be wider than the outside diameter of the pipe barrel plus 2' at the level of 1' above the top of the pipe unless otherwise approved.

Blasting for rock excavation will be permitted only on approval of methods and in compliance with applicable Federal, State and local regulations.

Storage and Disposal - Excavated material, which is suitable and approved for backfill and fill shall be placed in storage piles unless or until it can be placed in the work. It shall not be placed close to the sides of excavations, where the weight of the material could create a surcharge on such sides, whether sheeted or not.

Unsuitable material, or material in excess of that required for fill, backfill or other purposes, including any stored surplus, shall be disposed of away from the sewer construction site.

Sheeting and Bracing - Where excavations are made with sides which require supporting, sheeting and bracing shall be used, of sufficient strength to sustain the sides of the excavations and to prevent movement which could in any way injure the work, or diminish the working space sufficiently to delay the work. Sheeting shall be of a material that will not split while being driven. Sheeting and bracing shall conform to the requirements of the "Construction Safety Code" of the Bureau of Engineering and Safety of the New Jersey Department of Labor and Industry, and to OSHA requirements.

Dewatering - The Contractor shall provide, operate and maintain satisfactory facilities and equipment including well points, and coffer-dams if necessary, with which to contain, collect and pump all water entering excavations or other parts of the work to suitable places for disposal. All excavations shall be kept free of water until the work or structure to be built therein is completed.

Backfill and Fill - All backfill and fill under pipes and all structures shall consist of suitable approved foundation material. All other backfill and fill, unless otherwise specified or required, shall consist of a suitable selected and approved earth or sand generally from storage of approved suitable excavated material, free from rejected organic matter, boggy, peaty humus or other unsuitable material such as unconsolidated silt, rubbish waste, ashes or cinders and with less than 15% of size 200 sieve material. If sufficient suitable material for backfill is not available from the excavated material, as determined by the Engineer, the Contractor shall procure elsewhere a sufficient quantity of suitable bank run sand gravel and shall furnish and place such material. No frozen earth shall be used for backfill, and all stones more than 6" in the largest dimension shall be removed from acceptable earth for fill.

Backfills and fills shall be made to the slopes, grades, and elevations shown on the contract drawings. Backfills shall be compacted, as hereinunder specified, to a density at least equal to that of the adjacent undisturbed soil, so as to avoid future unequal settlement.

No backfill shall be placed until the structure has been inspected in place and approved. Backfilling shall be carried out as soon as possible after such approval.

Placing and Compacting Backfill - Trenches shall be backfilled from the top of the foundation material to a depth of not less than 12" over the pipes using only bank run sand and gravel. Such material shall be uniformly placed on each side of the pipe in 6" layers, wetted as required, and firmly compacted by approved tamping machines. Care shall be taken not to damage the pipe. After a compacted coverage of 12" has been made, the remainder of the trench shall be compactly filled in an approved manner.

Puddling for compaction will not be permitted except as approved by the Authority Engineer. Bulldozing of backfill material into trenches will be prohibited unless it is done in uniformly spread layers, not over 12" thick and immediately machine tamped. In existing or proposed roads, backfill shall proceed in 12" layers and shall be machine tamped. The developer shall provide material as required to compensate for settlement of backfill and fill.

When sheeting is being withdrawn, all cavities left thereby shall be filled with suitable granular earth, hosed or tamped in place so as to thoroughly fill all voids.

For plastic pipe, the bank run sand or gravel must be specifically compacted with mechanical tampers, after sprinkling with water to obtain optimum moisture content. Final in-place density must be at least 90% of the maximum density obtainable with the material used, as determined by AASHO Designation T 99 compaction and density tests, using Method "C".

Foundation Material - Foundation material used for pipe bedding, from a minimum 6" distance below the pipe invert to the lower quarter point of the pipe, shall be bank run sand and gravel or crushed stone. Pipe embedment material from the lower quarter point to 12" above the top of the pipe shall be bank run sand and gravel. Crushed stone or gravel shall not be used as foundation material for truss pipe or polyvinyl chloride pipe.

Bank run sand and gravel shall conform to the requirements of the New Jersey State Highway Department, latest revision, Standard Specifications for Type 1, Class A bank run sand and gravel, while crushed stone shall conform to the requirements of the New Jersey State Highway Department Standard Specifications, Division 8, Section 8.1, Type 1, Class B. Frozen and lumpy material shall not be used.

All foundation material shall be placed and compacted as directed and approved by the Engineer.

Construction Safeguards - All excavation for sewers and/or house connections shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, driveways, curbs, parkways and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the City of Long Branch.

## 11.2 Pipe and Fittings

Pipe Material - Gravity sewer and house connection pipe shall be either PVC or Ductile Iron Pipe at the Contractor's option. Force mains shall be ductile iron. Pipe materials, fittings and installation shall conform to the applicable provisions of the following paragraphs.

Ductile Iron Pipe and Fittings - Ductile iron pipe shall be flexible (bell/spigot) joint or mechanical joint, at the Contractor's option.

All ductile iron pipe and fittings, for sewers and house connections, shall conform in all respects to ASA Standard A21.51. For thickness, class 50 bell and spigot joint shall be utilized on all gravity sewer pipe.

Ductile iron pipe fittings for pressure pipe (including bends, tees, etc.) shall be furnished with mechanical joint bells on all inlets, outlets, and branches even though they may be used with flexible joint pipe. Flexible couplings shall be constructed of steel and shall be equal to Style 38 of the Dresser Manufacturing Division, or the similar product of the Smith Blair Corp.

PVC Gravity Sewer Pipe - This specification designates general requirements for unplasticized polyvinyl chloride (PVC) Plastic Gravity Sewer Pipe with integral wall bell and spigot joints for the conveyance of domestic sewage.

Pipe and fittings shall meet minimum strength of SDR 35 and the requirements of ASTM Specification D3034-74.

All pipe shall be suitable for use as a gravity sewer conduit. Provisions must be made for contraction and expansion at each joint with a rubber ring. The bell shall consist of an integral wall section with a solid cross-section rubber ring factory assembled, securely "locked in" place to prevent displacement. Sizes and dimensions shall be as shown in this specification. Standard laying lengths shall be 20 feet.



Pipe (6" long section) shall be subjected to impact from a free falling tup (20-lb. Tup A) in accordance with ASTM Method of Test D2444. No shattering or splitting (denting is not a failure) shall be evident when the following energy is impacted:

Nominal						
Size In.	4	6	8	10	12	15
Ft.-Lbs.	150	210	210	220	220	220

All fittings and accessories shall be as manufactured and furnished by the pipe supplier or approved equal and have bell and/or spigot configurations compatible with that of the pipe.

Pipe shall be designed to pass all tests at 73 F ( $\pm 3$  F).

Minimum "pipe stiffness" (F/y) at 5% deflection shall be 46 psi for all sizes when tested in accordance with ASTM Method of Test D2412. External Loading Properties of Plastic Pipe by Parallel-Plate Loading.

Two sections of pipe shall be assembled in accordance with the manufacturer's recommendation. Joint shall be tested in accordance with ASTM D32-12-73T, "Joints for Drain and Sewer Plastic Pipe using Flexible Elastomeric Seals".

There shall be no evidence of splitting, cracking or breaking when the pipe is tested as follows:

Flatten specimen of pipe, 6" long between parallel plates in a suitable press unit the distance between the plates is forty percent of the outside diameter of the pipe. The rate of loading shall be uniform and such that the compression is completed within two (2) to five (5) minutes.

Installation of PVC piping shall conform to the bedding details shown on the drawings.

The temperature of the pipe shall be controlled during storage and installation to prevent linear expansions or contractions that may stress pipe joints.

The pipe shall be capable of carrying a trench load equal to 25' of cover. Under conditions of maximum cover the pipe shall be adequate to maintain a factor of safety of two against collapse. Cross sectional deflection shall be less than 5% after cover material has been placed and compacted. Axial deflection shall be less than 1/4" per 10 lineal feet of pipe. Before acceptance, a proving ball shall be passed through the pipe, of a size needed to check the clearance.

Ductile Iron Force Main Pipe - All ductile iron pipe and fittings for pressure pipe shall conform in all respects to ASA Standard A 21:51 for Thickness Class 52. Flexible joint pipe shall be equal to the "Tyton Joint" pipe manufactured by the United States Pipe and Foundry Company, or the "Super Bell-Tite Push-On Joint" pipe manufactured by the Clow Corp. Mechanical joint pipe and fittings shall conform to ASA Standard A 21.11 and

shall be equal to the product of the aforementioned manufacturers. Gaskets shall be full faced, furnished with plain tips. Gasket dimensions shall be in accordance with the manufacturer's standard design of dimensions and tolerances.

Plain ends of pipe for coupling joints shall be prepared in strict accordance with the requirements and instructions of the manufacturer of the coupling to be used.

All ductile iron pipe and fittings shall have a protective internal lining consisting of two coats of asphaltum varnish and an exterior coating of an approved tar pitch varnish.

At all horizontal and vertical bends of 22-1/2° or greater, force main pipe shall be harnessed back a minimum of 20' or two full pipe lengths, whichever is greater, in both directions. Actual harnessed lengths shall be related to maximum pressure and pipe diameter, and shall be approved by the Authority. Harness rods shall be the same size as the bolts for mechanical joint pipe, AISC, A-50 high strength steel, conforming to the requirements of ASTM Designation A325. Where harness rods are used in conjunction with bell/spigot joint pipe, approved socket clamps shall be installed to brace the pipe bells against movement. The set bolts in all clamps shall be torqued to a minimum of 70 foot-lbs. to provide an adequate friction fit against movement.

All harness rods, clamps, and connectors shall be coated with 2-mil thick coats of Inertol 49 Thick, or equal. Thrust blocks will not be used in future or existing street locations.

House Connections - House connections shall be as shown on the typical details, and specified herein. Except as otherwise shown, house connections shall be 4" in diameter and commercial connections shall be 6" in diameter. The Contractor has the option of furnishing and installing PVC (SDR 35) with a minimum wall thickness of 0.18", or Ductile Iron Pipe Class 52. Fittings shall conform to the applicable provisions of the various pipe specifications as detailed hereinabove.

Watertight plugs or caps, as approved by the Engineer, shall be provided at the end of all house connections. Only watertight plugs with gaskets shall be provided at the end of all house connections, which are capable of withstanding exfiltration testing. Curb cleanouts shall be as shown on the "Drawings" and shall be equipped with recessed brass plugs, and with "Fernco" Donut-type adapters in order to relieve stress on the pipe. All cleanout plugs shall be vented.

The Contractor shall mark the curb or pavement opposite the end of each house connection, in a suitable and approved permanent manner, with at least three (3) distance measurements to permanent locations.

The Contractor shall be responsible for installing house connections on all improved building lots whether house connections are shown on the drawing or not.

Service laterals beyond the curb cleanout can be 4, 5 or 6 inch pipe, as required by the City. Pipe joints of dissimilar material shall be made only with approved adapters. All house connection laterals shall have a minimum cover of 36", unless otherwise approved.

Check valves of an approved type will be required in all building sewers, house connections, or laterals, which serve fixtures below the street level. Further, check valves will be required on any new building sewer where the lowest fixture is below the rim of the next upstream manhole.

Reinforced Concrete Culvert Pipe - Reinforced concrete pipe for culverts and storm drains utilized for replacing existing structures shall conform to the requirements of ASTM Designation C-76. All pipes shall be Class IV. Selection of wall thickness shall be optional, but the reinforcement shall correspond to the wall thickness selected. Only circular reinforcement shall be approved. Joints for culverts and storm drain pipe shall be "O" ring rubber and concrete type and shall conform to the requirements of ASTM C-361. All installations must meet City requirements as well.

Corrugated Metal Culvert Pipe - Corrugated metal culverts and storm drains for replacement and relocation of existing drains shall conform to the requirements of the current State of New Jersey Department of Transportation Standard Specifications. All installations must meet City requirements as well.

Pipe Laying and Installation - All pipe fittings shall be installed to the lines, elevations and grades shown or ordered, and in accordance with the manufacturer's recommendations.

Suitable tools and equipment shall be used for proper handling, storing and laying of pipe and fittings. In order to avoid damage to interior coatings, lifting hooks or bars shall not be inserted therein.

O-rings and gaskets shall be stored in locations where air temperatures are maintained within the manufacturer's tolerances.

Each pipe and fitting shall be checked for defects and injuries as installation proceeds. Imperfect pipe materials shall be rejected and removed from the work. Pipe found to be defective after installation shall be removed and replaced by undamaged material.

The Contractor shall excavate and dewater the trench below the pipe invert, to limits shown or ordered, and place the pipe on foundation material, as shown, specified or ordered.

A temporary leak proof bulkhead type plug shall be installed in the upstream (inlet) side of the manhole furthest downstream in any sewer or branch under construction and shall remain intact and unloosened until permission to remove it is received from the Authority. The plug shall be securely tied to a manhole rung to insure against its being carried downstream.

Testing - The Contractor shall conduct tests, or submit certificates from pipe manufacturers approved by the Engineer, for strength of pipe prior to furnishing the pipe.

Strength tests shall be conducted on not less than 1% of the number of lengths of each size of each class pipe used, except that not less than one nor more than five tests shall be required.

Parallel plate tests shall be conducted on PVC pipe in conformance with ASTM Designation D3034. (See prior description).

Ring tests on ductile iron pipe shall be in accordance with ANSI Standards A21.8.

Hydrostatic pressure tests shall be conducted on two pipe lengths of D.I. Force Main pipe with a standard joint in accordance with the requirements of AWWA Standard C150.

All tests shall be performed in the laboratory of the pipe manufacturer or a local laboratory selected by the Engineer.

The Owner's representative will select all testing samples from pipe lots assigned for the job and will witness all tests.

The Contractor shall bear the costs of all pipe testing.

Pressure pipe shall be tested for leakage after installation. The duration of each test shall be not less than four (4) hours. The Contractor shall provide all necessary facilities, water, bulkheads, apparatus and all require labor.

Force mains shall be tested under a constant hydrostatic pressure of 100 psi.

Leakage in force mains shall not exceed 0.5 gph per inch of internal diameter per mile of pipe.

All leaks shall be made tight. Tests shall be repeated until the results are satisfactory.

Non-pressure pipe shall be tested for infiltration or exfiltration as ordered by the Engineer. Infiltration shall be limited to a maximum of fifty (50) gallons per day per inch of internal diameter per mile of pipe. If infiltration exceeds this amount, the Contractor shall do whatever is necessary to reduce infiltration to this limit. The duration of each test shall be no less than eight (8) hours. If groundwater levels should be less than 1' above the crown of the pipe section to be tested, the Engineer may require testing during an alternate season, or may require exfiltration tests. For exfiltration tests, the test section shall be sealed and filled with water to a level 3' above the crown in the upstream manhole; the water loss measured over an 8-hour period shall meet the infiltration limits. If there is difficulty in locating leaks, the Contractor shall provide smoke testing equipment or internal television inspection as required.

Where deemed necessary, and approved by the Authority, air testing shall be permitted, conforming to ASTM designation C828-86 entitled "Low Pressure Air Test of Vitrified Clay Pipe Lines". this test is limited to conditions where the groundwater elevation is below the invert of the sewer line under test, where a water supply is not available, and where (in the opinion of the Authority) costs of standard infiltration/exfiltration testing would be prohibitive.

The Contractor shall provide all necessary facilities, water or compressed air, gauges, temporary bulkheads, weirs and other measuring devices, pumps and labor, as required and approved.

The Contractor shall notify the Engineer five (5) days in advance of the time the test is to be made. No test shall be accepted unless witnessed by the Engineer, his authorized representative or an authorized representative of the Authority, and all test or repair methods must be approved in advance.

Sewer Pipe Cleaning - After testing and before final acceptance of the work, the Contractor shall clean the entire sewer system, unless such procedures are specifically waived by the Authority. The cleaning method employed shall utilize Jet-Vac Sewer Cleaner or approved equal, and all material collected at the downstream end of the system shall be removed by vacuuming, and shall not pass downstream.

Upon completion and visual acceptance, all lines are to be internally examined using a television camera, to check for improper joints, off-grade pipe, and damaged pipe. The inspection is to be witnessed on a monitor screen by Authority personnel, or video tape is to be furnished, as approved.

Outside Pipe Coating - In some locations where soil conditions are organic and acidic in nature and are deleterious to pipe made of ferrous or other materials, the Engineer may order a coating for the outside surfaces of sewer and house connection pipe.

When so ordered, the outside coating shall consist of two (2) coats of asphaltic paint equal to Inertol No. 49 Thick as manufactured by the Inertol Company, Inc. The total dry film thickness of the coating shall not be less than 10 mils.

The Authority may require the use of a root retardant system when deemed necessary to protect against root intrusion.

### 11.3 Manholes

Precast Concrete Manholes - Unless otherwise approved, manholes shall be constructed of precast reinforced concrete riser sections, an eccentric conical or flat slab top section, and a base section as shown or required, and shall be equal to Atlantic Precast Concrete Products precast concrete manholes. Where required, eccentric reducing sections shall be used to join riser sections of different diameters. Manufacture shall be by a wet, monolithic process. The top opening of the eccentric conical section, or top slab, shall be 30 inches, unless otherwise specified.

Manholes and appurtenances shall be as shown on the Typical Details.

Precast manhole sections shall be manufactured in accordance with ASTM Designation C478-64T. The minimum compressive strength of the concrete for all sections shall be 4,000 lbs. per sq. inch. The maximum allowable absorption of the concrete shall not exceed 8% of the dry weight. Tests shall be similar to those described in ASTM C76. The circumferential reinforcement in the walls of all sections shall be a minimum of 0.12 sq. in. per linear ft. for inside diameters up to and including 54 in., and 0.17 sq. in. per linear ft. for the larger sizes. Reinforcement in flat slab top sections shall be designed for the load to be supported. Additional reinforcement shall be provided at all openings larger than 6".

Joints of the sections shall be formed entirely of concrete in accordance with ASTM Designation C361-61 and shall be made with a round rubber gasket installed in accordance with the manufacturer's recommendations. Joints shall be self centering and watertight against internal and external hydrostatic pressure with only the gasket utilized as the sealing element. Each joint shall be mortared on the outside before backfilling.

Based sections shall be furnished by the manufacturer with either embedded couplings or bells, or stubbed bells and spigots, of the same type joint as the adjoining pipe. Approved alternatives will include manholes with a compressible rubber ring as manufactured by Atlantic or Omega, or with a flexible manhole sleeve as manufactured by Interpace. Waterways shall be constructed in the field after the manhole has been installed, and shall conform to the shape and size of connecting pipes as shown on the Standard Details or ordered. Special care shall be taken to form channels with curved shapes that will provide the best hydraulic conditions for smooth flow. Benches shall be entirely of monolithically poured concrete and shall be sloped to drain to the waterways. Concrete used in forming waterways shall be a stiff, rich mix, as specified, and shall be given a steel trowel finish.

Riser sections, conical sections, and the undersides of flat slab top sections, shall be given a protective lining consisting of two (2) shop coats of asphaltic plant equal to Inertol No. 49. The total dry film thickness shall be not less than 4 mils. The lining shall be applied in accordance with the manufacturer's recommendations. Base sections, after construction of the waterways and benches, shall be given two (2) field coats of protective lining as specified hereinabove, including waterways and benches. Foundation material under manholes shall conform to that specified in Section 12.1, Earthwork and Backfill.

Manholes frames shall be adjusted to finished grade by building a circular masonry collar above the precast manhole opening. Maximum height of the collar, from the underside of the frame to the top of the precast riser section, shall be 12" except where ordered. The built up masonry may be a precast concrete ring, concrete brick, or sewer brick. Brick shall be sound, hard, well-burned, sewer brick conforming to the requirements of ASTM Designation C-32, Grade MA and shall be laid radially. Mortar shall consist of two parts sand to one part cement, thoroughly mixed in the required proportions before adding water. After laying up the collar and setting the frame in a full bed of mortar, the exterior of the collar shall receive a minimum 3/4" thick mortar coat to provide watertightness.

In areas to receive a pavement overlay, manhole frames shall be raised to finished grade utilizing the methods of the preceding paragraph. Adjustable manhole rings will not be permitted.

Manhole Appurtenances - Appurtenances shall include manhole frames and covers, and manhole rungs. (See Typical Details).

Manhole frames and covers shall be of the best quality close grained gray iron castings conforming to the requirements of ASTM Designation A48, Class No. 30.

Unless otherwise indicated, manhole frames and covers shall be of the circular flared type frame with round flange equal to Catalog No. 1203B as manufactured by Campbell Foundry Co., or equal. Cover shall be equipped with flow seal.

Seating surfaces shall be machined. All parts shall be immersion coated with an approved asphaltic coating.

Locking devices, equal to Campbell No. 1453, shall be provided on frames and covers in easements or where shown. Locking type covers shall also be provided with a single recessed lifting handle placed near the locking device. Lifting handle shall be equal to that shown for Campbell No. 1268. A key shall be supplied with each five (5) locking type units.

Slab type manhole frames and covers shall be equal to Catalog No. 1728 as manufactured by Campbell Foundry Co.

Watertight manholes shall be required in all areas that are located below the 100-year flood level or as ordered. Watertight manhole inserts as manufactured by Methods Engineering Corp. and equal to their sewer guard unit shall be furnished and installed in accordance with the manufacturer's recommendations.

All covers shall be cast with the identifying letters as approved. Letters shall be 2" high and embossed against a recessed background.

Manhole rungs shall be extruded aluminum alloy of the step drop front design, equal to Aluminum Co. of America or Washington Aluminum Co. Type 6061-T6. Rungs shall be cast in the vertical sides of the manhole sections on 12" centers. Alternatively, rungs may be of steel core and fiberglass coating, if approved in advance by the Authority.

The Contractor shall modify existing manholes by cutting masonry, setting pipe in place and filling with non-shrink grout. Waterways shall be chipped and roughened, and then finished with cement mortar to provide a smooth hydraulic flow.

Flexible joints shall be placed at the manhole wall, and within 2' of the wall, as shown on the Typical Details.

#### 11.4 Pumping Stations - General Requirements

##### General Information

1. Average Flow Rate - Based on 350 GPD per equivalent single family connection, or 100 gal./cap./day. For housing units of two (2) bedrooms or less, reduced flow rates may be permitted. For non-residential uses, flow data published by the State Department of Environmental Protection may be used.



2. Peak Flow Rate - Use Chart Below:

<u>Average Flow</u> (MGD)	<u>Peak Flow</u>	
	(MGD)	(GPM)
0.01	0.065	45
0.03	0.165	115
0.05	0.254	176
0.07	0.338	235
0.09	0.418	290
0.11	0.500	347
0.13	0.580	403
0.15	0.640	445

3. Number of Pumps - 2 pumps, each sized for peak flow; or  
3 pumps, each sized for 50% of peak flow
4. Miscellaneous - Structures must be sized adequately for maintenance, and for future service areas and future equipment needs. These specifications are minimum requirements and additional criteria may be imposed at specific sites.
5. Calculations should be submitted for pump characteristics, and discussions held with the Engineer prior to final design in order to determine methods and materials to be used.

<u>Pumping Station Criteria</u>	<u>Peak Flow of 300 GPM or Less</u>	<u>Peak Flow Over 300 GPM*</u>
1. <u>Location of Pumps</u>	Wet or dry pit	Dry pit only
2. <u>Separated Wetwell/Drywell</u>	Not Required	Required
3. <u>Separated Entrances for Wetwell/Drywell</u>	N/A	Required
4. <u>Removal of Pumps - For Routine Maintenance and Replacement</u>	Floor hatch, chain lift and pipe guides required.	Floor hatch and chain lift required.
5. <u>Access</u>	Imbedded aluminum rungs	Aluminum or concrete stairs

\*Over 1,000 GPM capacity, special criteria to be provided.

6. Type of Pumps - non-clog sewage pumps, capable of passing 3" sphere

Minimum pump suction and discharge size

4"

4"

Screens (provide means of cleaning)

Aluminum basket

Cutting or

shredding device required. Aluminium bars at 1-1/2" spacing on bypass.

Priming of Pumps

Self-priming

Pos. suction head

Sample Manufacturers (to set acceptable standards)

Flygt

Flygt

7. Motors - Location

Submersible, submersible dry well motor.

Above potential mounted on pump flood level or (explosion proof) use

Motor - NEMA type

Type F or G

Type F or G

8. Emergency Power

a) Generator Location

In pre-fabricated building on the site, or in superstructure

In super-structure

b) Power Requirements (Provide lockout of lag-pump upon generator operation)

Power to peak flow to operate lead pump, and for needed lighting, heating and ventilation

Power at peak flow to operate lead pump, and for needed lighting, heating and ventilation

c) Typical manufacturers - Caterpillar, Onan, Demco

9. Other Electrical Requirements

a) Automatic Emergency Transfer Switch

Required

Required

b) Pump Alternator - to alternate lead and lag pumps	Required	Required
c) Electrical Cabinets (housing starters, disconnect switch, circuit breakers, elapsed time meters, pump run indicators, etc.)	NEMA 1 in a heated super-structure or NEMA 4 outside	NEMA 1 (super-structure)
d) Lighting	Explosion proof, required throughout and on exterior	Explosion proof, required throughout and on exterior
e) Power	3-phase (Single phase only in special cases as approved)	3-phase
f) Physical Lockouts on Control Cabinets	Required	Required
10. <u>Pump Intake</u>	On Pump	Separate flared intakes
11. <u>Level Controls</u> - (equal to the product of the Autocon Corp.)	Bubbler System (plus diaphragm units as backup at alarm pts.)	Bubbler System (plus diaphragm units as backup at alarm pts.)
12. <u>Valves</u> Shut-off valves	Discharge only	Suction and discharge
Check Valves (weight or spring loaded)	Horizontal only	Horizontal only
13. <u>Wet Wells</u> - Capacity based on pump operation	Max. 6 starts per hour. Max. volume = 10 min. at avg. flow	Max. 6 starts per hour. Max. volume = 10 min. at avg. flow
Slope of Wet Well	Filletted (60 deg.)	2:1
14. <u>Ventilation</u>		
Wet Well	5 changes/hr	15 changes/hr
Dry Well	N/A	6 changes/hr

Superstructure & Dry Well	Elec. unit heaters	Elec. unit heaters
15. <u>Water Supply</u> - for flushing and cleaning (including backflow preventers)	Required on exterior & interior	Required on exterior & interior
16. <u>Gauges</u> - 4" pressure gauges	Discharge only	Suction & discharge
17. <u>Force Mains</u> - Min. velocity 2 fps at peak flow, air relief valves at high points	D.I. Pipe only	D.I. Pipe only
18. <u>Structure</u>		
a) Substructure	Reinf. concrete	Reinf. concrete
b) Superstructure	Optional	Masonry
19. <u>Alarms and Controls</u> Alarms: Loss of power, high water, low water, pump failure, low room temp., lag pump operation, internal pump seal, overload trip. Controls: H-O-A, run lights, selector switches, etc.	On site, audio-visual, and transmitted to central point	On site, audio-visual, and transmitted to central point
20. <u>Spare Parts</u>	Replacement pump unit (complete), compressor, spare starters (2), alternator, other parts as recommended by manufacturer retainers, alternator, 30 packing sets, compressor, spare starters (2), other parts as recommended by manufacturer.	1 set of rings, wear plate, shaft sleeve, shims., 1 impeller assembly, 2 sets of bearings, grease

<p>21. <u>Service</u>  Start-up to include 2-day instruction program for station operator. Annual service contract required with approved pump service organization.</p>	<p>At least weekly inspection by maintenance man plus semi-annual inspections by approved pump service organization. Operating manuals.</p>	<p>At least twice a week inspections by maintenance man plus semi-annual inspections by approved pump service organization. Operating manuals</p>
--	---	---

Pump Test Requirements After Installation

Pressure Check

- Calculate required pressure
- Check actual discharge pressure for each pump
- At least one pressure gauge with stopcock should be furnished with each installation with the ability to mount gauges at various locations
- Actual pressure should be within 5% of the require pressure

Flow Check

- Refer to specifications, report, etc. for required flow
- Measure flow into station with pumps off
- Measure actual pump flow (5% of required flow)
- Calculate actual pump horsepower (5% of rated h.p.)
- Measure pump flow with both pumps on

Electrical

- Check amperage against nameplate data (pump on)
- Check voltage against spec requirements (use polyphase watt meter)
- Test emergency generator and transfer switch
- Test alarms generator and transfer switch
- Check proper sequencing and automatic alternation of pumping units
- Check lights, heaters, etc.

General

- Check that equipment is installed as required
- Check restoration
- Check general workmanship
- Check pump rotation

- Observe check valves during on/off operations
- Check float levels in wet well

- Compute motor horsepower

$$HP = \frac{QH}{3960e}$$

Where: HP = motor horsepower (1 HP = 0.748KW)

Q = peak flow (GPM)

H = total dynamic head (ft.)

e = overall efficiency (per cent)

= e motor X e pump

e motor - 90% e pump from curves

### 11.5 Other Facilities

Design criteria and specifications for equipment and materials not specifically included in these Rules and Regulations shall be as required by the Long Branch Sewerage Authority Engineer.

**APPENDIX "A"**

**APPLICATION FORMS**

## APPLICATION FORMS

Form A	Application for Conceptual Review of Sewerage Facilities
Form CA	Connection Fee Form CA (for building permit)
Form CB	Connection Fee Form CB (for C/O)
Form E-1	Application for Individual Connection of Residential Sanitary Sewer into the Existing LBSA System
Form E-2	Application for Commercial Sewer Service
Form E-3	Application for Industrial Sewer Connection and Agreement for Industrial Wastes
Form E-4	Application for Change of Use of Existing Sewerage Facilities
Form E-5	Application for Disconnection of Existing Sewerage Facilities
Form E-6	Application for Change of Use - Unit changes
Form G	Application for Floor Drain Approval
Form H	Application for Swimming Pool Drain Approval
Form I	Industrial Waste Discharge Agreement



**LONG BRANCH SEWERAGE AUTHORITY  
150 JOLINE AVENUE  
P.O. BOX 720  
LONG BRANCH, NJ 07740**

**FORM A** ( 1 of 3 pages)

**APPLICATION FOR CONCEPTUAL REVIEW  
FILL IN AS EACH ITEM MAY APPLY - USE N/A IF NON-APPLICABLE**

**LBSA PROJECT NO.** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Application for **CONCEPTUAL REVIEW OF SEWERAGE FACILITIES IN LONG BRANCH, COUNTY OF MONMOUTH, STATE OF NEW JERSEY**. This application must be filed in duplicate with the Executive Director of the Authority, accompanied by all applicable fees in cash or certified check made payable to the "Long Branch Sewerage Authority". All questions must be filled in; incomplete forms will not be accepted.

Application is hereby made for conceptual review of proposed sewerage facilities for a ruling on the system layout, characteristics, capacity and off-site requirements.

1. Applicant's Name \_\_\_\_\_ Tax ID No. \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Contact Person Name \_\_\_\_\_ Phone ( ) \_\_\_\_\_
  
2. Name of Present Property Owner \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_ Phone ( ) \_\_\_\_\_
  
3. Interest of applicant if other than owner of property \_\_\_\_\_  
\_\_\_\_\_
  
4. If a subdivision, date classified as major subdivision by Planning Board.  
\_\_\_\_\_
  
5. Development Name \_\_\_\_\_

**FORM A** (2 of 3 pages)  
**APPLICATION FOR CONCEPTUAL REVIEW**

6. Key Location or Street Location of Project \_\_\_\_\_

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

7. Number of proposed lots to be sewerd \_\_\_\_\_

Number of units as per applicable LBSA Rules and Regulations \_\_\_\_\_

8. Area of entire tract \_\_\_\_\_ and portion being sewerd

\_\_\_\_\_

9. Development Plans:

a. Construction of structures for sale (yes) \_\_\_\_\_ (no) \_\_\_\_\_.

lease (yes) \_\_\_\_\_ (no) \_\_\_\_\_.

b. Other \_\_\_\_\_

10. New Jersey Licensed Engineer designing sewerage plan:

Firm \_\_\_\_\_

Name of Engineer \_\_\_\_\_ License No. \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

11. Attorney: Firm \_\_\_\_\_

Name of Attorney \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

12. Does applicant or owner agree to convey by deed to the Long Branch Sewerage Authority easements for all sanitary sewer locations and all rights to sewer system?

\_\_\_\_\_

**FORM A** (3 of 3 pages)  
**APPLICATION FOR CONCEPTUAL REVIEW**

13. a) Describe proposal for sewage disposal:

---

---

b) Describe quality and quantity of waste:

---

14. List plans and other material accompanying application, and number of each:\*

ITEM	NUMBER
a. _____	_____
b. _____	_____
c. _____	_____
d. _____	_____
e. _____	_____

15. Applicant and owner have read the LBSA Rules and Regulations and fully understand all necessary requirements. Yes \_\_\_\_\_

IN ADDITION to the payment of applicable filing fees, escrow deposits and the posting of bonds, a connection fee for each applicable unit is due and payable to the Authority in accordance with Section 3B.3of the LBSA Rules and Regulations.

\_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
(Signature of Owner)

\_\_\_\_\_  
(Name of Applicant, typed/printed)

\_\_\_\_\_  
(Name of Owner, typed/printed)

\_\_\_\_\_  
(Applicant's Position or Title)

\_\_\_\_\_  
(Owner's Position or Title)

\* Attach 3 prints of your plans.

**LONG BRANCH SEWERAGE AUTHORITY**

**CERTIFICATION OF APPROVAL BY LBSA  
TO ISSUE BUILDING PERMIT**

**CONNECTION FEE FORM CA**

Date \_\_\_\_\_

Project Name \_\_\_\_\_ Number of Buildings \_\_\_\_\_

Owner Name \_\_\_\_\_ Number of Units \_\_\_\_\_

Address \_\_\_\_\_ Building #'s \_\_\_\_\_

Block and Lot \_\_\_\_\_ Unit #'s \_\_\_\_\_

Date

1. Resolution by Board of Approval of Project \_\_\_\_\_

2. Performance Bond Received (100% of Estimated Sewer Costs) \_\_\_\_\_

3. Estimated Engineer Inspection Fee Paid  
(10% of Estimated Sewer Costs) \_\_\_\_\_

4. 50% of Connection Fees Paid for the  
number of buildings & units \_\_\_\_\_

Approved by:

Thomas Roguski  
Executive Director

**LONG BRANCH SEWERAGE AUTHORITY**

**CERTIFICATION OF APPROVAL BY LBSA  
TO ISSUE CERTIFICATE OF OCCUPANCY**

**CONNECTION FEE FORM CB**

Date \_\_\_\_\_

Project Name \_\_\_\_\_ Number of Buildings \_\_\_\_\_

Owner Name \_\_\_\_\_ Number of Units \_\_\_\_\_

Address \_\_\_\_\_ Building #'s \_\_\_\_\_

Block and Lot \_\_\_\_\_ Unit #'s \_\_\_\_\_

Date

- |    |                                 |       |
|----|---------------------------------|-------|
| 1. | Final Testing & Approval        | _____ |
| 2. | Balance of Connection Fees Paid | _____ |
| 3. | All outstanding fees paid       | _____ |

Please be advised that the above referenced property has fulfilled all the necessary requirements for a Certification of Approval by the Long Branch Sewerage Authority.

Approved by:

Thomas Roguski  
Executive Director

**LONG BRANCH SEWERAGE AUTHORITY  
150 JOLINE AVENUE  
P.O. BOX 720  
LONG BRANCH, NJ 07740**

**FORM E-1** (Page 1 of 2)

**APPLICATION FOR INDIVIDUAL CONNECTION OF RESIDENTIAL  
SANITARY SEWER INTO EXISTING LONG BRANCH SEWERAGE  
AUTHORITY SYSTEM**

**FILL IN AS EACH ITEM MAY APPLY - USE N/A IF NON-APPLICABLE**

Date \_\_\_\_\_

Application for **PERMIT FOR CONNECTION OF SANITARY SEWER INTO EXISTING LONG BRANCH SEWERAGE AUTHORITY SYSTEM, COUNTY OF MONMOUTH, STATE OF NEW JERSEY.** This application must be filed with the Executive Director of the Authority, accompanied by plan showing the proposed plumbing layout and/or connection. Please answer all questions.

FEES: Application:                 \$ \_\_\_\_\_

Applicant (check one):    \_\_\_\_\_ Owner    \_\_\_\_\_ Developer

**Owner Name** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

**Developer Name** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

**Contact Person** \_\_\_\_\_

**Phone#** \_\_\_\_\_ **Fax #** \_\_\_\_\_

**E-Mail Address** \_\_\_\_\_

<b>SERVICE LOCATION: Street Address</b>	<b>Block No.</b>	<b>Lot No.</b>
_____	_____	_____
_____	_____	_____

**FORM E-1** (Page 2 of 2)

**APPLICATION FOR INDIVIDUAL CONNECTION OF RESIDENTIAL  
SANITARY SEWER**

Registered Plumber: \_\_\_\_\_ Phone \_\_\_\_\_ Emerg. Phone \_\_\_\_\_

TYPE OF STRUCTURE: \_\_\_\_\_ House \_\_\_\_\_ Commercial \_\_\_\_\_ Industry

NUMBER OF UNITS \_\_\_\_\_

**TECHNICAL REQUIREMENTS:**

Under no circumstance shall any fixture be installed in a building lower than the front curb elevation or street centerline elevation, whichever is higher, unless special precautions are incorporated into the fixture installation to prevent surcharging of fixture from the sanitary sewer main from high flow or blockage. In any event the Sewerage Authority will not be responsible for any back-ups.

The Authority's approved Contractor shall perform all work related to the installation of the sewer lateral from the curb to the main, including all road restoration. The cost related to lateral installation and road restoration shall be passed on to the applicant, on a dollar for dollar basis. An Authority representative shall be present at the time of the lateral installation and the tapping of the Authority main.

The applicant, through the Authority, shall be responsible for all costs related to permits, including Road Opening Permit. Applicant shall be responsible for surface joining, during and after construction, and for all restoration.

All construction shall be in compliance with the LBSA Rules and Regulations.

Any details needed may be obtained from the Sewerage Authority.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

**LONG BRANCH SEWERAGE AUTHORITY  
150 JOLINE AVENUE  
P.O. BOX 720  
LONG BRANCH, NJ 07740**

**FORM E-2 (Page 1 of 3)**

**APPLICATION FOR COMMERCIAL SEWER SERVICE**

**FILL IN AS EACH ITEM MAY APPLY - USE N/A IF NON-APPLICABLE**

Date \_\_\_\_\_

Application for **CONNECTION OF COMMERCIAL SEWERAGE FACILITIES IN LONG BRANCH, COUNTY OF MONMOUTH, STATE OF NEW JERSEY.** This application must be filed with the Executive Director of the Authority, accompanied by plan showing the proposed plumbing layout and/or connection. Please answer all questions.

1. Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

Contact Person Name \_\_\_\_\_ Phone ( ) \_\_\_\_\_

2. Name of Present Property Owner \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

3. Interest of applicant if other than owner of property \_\_\_\_\_

\_\_\_\_\_

4. Key Location or Street Location of Project \_\_\_\_\_

\_\_\_\_\_

Block No. \_\_\_\_\_ Lot No. \_\_\_\_\_



**FORM E-2 (Page 2 of 3)**

**APPLICATION FOR COMMERCIAL SEWER SERVICE**

5. Area of entire tract \_\_\_\_\_ and portion being sewered  
\_\_\_\_\_.

6. New Jersey Licensed Engineer or Plumber designing sewerage plan:

Firm \_\_\_\_\_

Name of Contact \_\_\_\_\_ Lic. No. \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

7. Attorney (if applicable): Firm \_\_\_\_\_

Name of Attorney \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

7. Does applicant or owner agree to convey by deed to the Long Branch Sewerage Authority easements for all sanitary sewer locations and all rights to sewer system? \_\_\_\_\_

9. Describe: a) proposed use \_\_\_\_\_

b) proposal for sewage disposal \_\_\_\_\_

c) quality and quantity of waste \_\_\_\_\_

\_\_\_\_\_

10. Projected Date of Service \_\_\_\_\_

**FORM E-2 (Page 3 of 3)**

**APPLICATION FOR COMMERCIAL SEWER SERVICE**

11. List plans and other material accompanying application, and number of each:

*Note - Attach 3 sets of plans*

ITEM	NUMBER
a. _____	_____
b. _____	_____
c. _____	_____
d. _____	_____

12. Owner and applicant have read the LBSA Rules and Regulations and fully understand all necessary requirements. Yes \_\_\_\_\_

**The payment of a connection fee for each applicable new unit may be due and payable to the Authority in accordance with Section 3B-4 of the LBSA Rules and Regulations.**

\_\_\_\_\_  
(Signature of Owner)

\_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
(Name of Owner, typed/printed)

\_\_\_\_\_  
(Name of Applicant, typed/printed)

\_\_\_\_\_  
(Owner's Position or Title)

\_\_\_\_\_  
(Applicant's Position or Title)

**LONG BRANCH SEWERAGE AUTHORITY  
150 JOLINE AVENUE  
P.O. BOX 720  
LONG BRANCH, NJ 07740**

**FORM E-3 (Page 1 of 2)**

**APPLICATION FOR INDUSTRIAL SEWER CONNECTION AND  
AGREEMENT FOR INDUSTRIAL WASTES**

**FILL IN AS EACH ITEM MAY APPLY - USE N/A IF NON-APPLICABLE**

**LBSA PROJECT NO.** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Application for **INDUSTRIAL SEWER CONNECTION IN LONG BRANCH, COUNTY OF MONMOUTH, STATE OF NEW JERSEY.** This application must be filed in duplicate with the Executive Director of the Authority thirty days in advance of a regular meeting of the Authority, accompanied by fees, deposits and submissions required by Authority regulations.

All questions must be filled in; incomplete forms will not be accepted.

**IN ADDITION to the payment of applicable filing fees, and review and inspection fees, a connection fee for each applicable unit is due and payable to the Authority in accordance with Section 3B-4 of the LBSA Rules and Regulations.**

The undersigned being the (owner) (leasee) (tenant) (other – specify \_\_\_\_\_)  
Of the property located at \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_  
Does hereby request a permit to (install) (use) an industrial sewer connection serving the –  
\_\_\_\_\_, which company is engaged in \_\_\_\_\_  
\_\_\_\_\_ at said location.

**FORM E-3 (Page 2 of 2)**

**APPLICATION FOR INDUSTRIAL SEWER CONNECTION**

THE FOLLOWING MATERIAL MUST ACCOMPANY THIS APPLICATION:

1. A plan of the property showing accurately all sewers and drains now proposed, including details.
2. Plans and specifications covering any work proposed to be performed under this application.
3. A complete schedule of all process waters and industrial wastes produced or expected to be produced at said property, including a description of the character of each waste, the daily volume and maximum rates of discharge, and representative analysis.
4. To cooperate at all times with the Authority and its representatives in their inspecting, sampling, and study of the industrial wastes, and any facilities provided for pretreatment.
5. To notify the Authority immediately in the event of any accident, negligence, or other occurrence discharge to the public sewers of any wastes or process waters not covered by this application.
6. Owner and applicant have read the LBSA Rules and Regulations and fully understand all necessary requirements. Yes \_\_\_\_\_

Date: \_\_\_\_\_ Signed \_\_\_\_\_  
(Applicant)

\_\_\_\_\_  
(Signature of Owner) (Type or print Applicant's name)

\_\_\_\_\_  
(Name of Owner, typed/printed) (Applicant's Position or Title)

\_\_\_\_\_  
(Owner's Position or Title) (Address)

**LONG BRANCH SEWERAGE AUTHORITY  
150 JOLINE AVENUE  
P.O. BOX 720  
LONG BRANCH, NJ 07740**

**FORM E-4 (Page 1 of 3)**

**APPLICATION FOR CHANGE OF USE OF EXISTING SEWERAGE FACILITIES**

**FILL IN AS EACH ITEM MAY APPLY - USE N/A IF NON-APPLICABLE**

Date \_\_\_\_\_

Application for **CHANGE OF USE OF SEWERAGE FACILITIES IN LONG BRANCH, COUNTY OF MONMOUTH, STATE OF NEW JERSEY.** This application must be filed with the Executive Director of the Authority, accompanied by plan showing the proposed plumbing layout and/or connection. Please answer all questions.

Application is hereby made for a change of use of existing sewerage facilities for a ruling on the system layout, characteristics, capacity, and requirements.

1. Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

Contact Person Name \_\_\_\_\_ Phone ( ) \_\_\_\_\_

. Name of Present Property Owner \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

3. Interest of applicant if other than owner of property \_\_\_\_\_

\_\_\_\_\_

4. Key Location or Street Location of Project \_\_\_\_\_

\_\_\_\_\_

Block No. \_\_\_\_\_ Lot No. \_\_\_\_\_

**FORM E-4 (Page 2 of 3)**

**APPLICATION FOR CHANGE OF USE OF EXISTING SEWERAGE FACILITIES**

5. Area of entire tract \_\_\_\_\_ and portion being sewered  
\_\_\_\_\_.

6. New Jersey Licensed Engineer or Plumber designing sewerage plan:

Firm \_\_\_\_\_

Name of Contact \_\_\_\_\_ Lic. No. \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

7. Attorney (if applicable): Firm \_\_\_\_\_

Name of Attorney \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

8. Does applicant or owner agree to convey by deed to the Long Branch Sewerage Authority easements for all sanitary sewer locations and all rights to sewer system? \_\_\_\_\_

9. Describe: a) prior use \_\_\_\_\_

No. of employees \_\_\_\_\_ No. of fixtures \_\_\_\_\_

Business Hours \_\_\_\_\_

b) new use \_\_\_\_\_

No. of employees \_\_\_\_\_ No. of fixtures \_\_\_\_\_

Business Hours \_\_\_\_\_

**FORM E-4 (Page 3 of 3)**

**APPLICATION FOR CHANGE OF USE OF EXISTING SEWERAGE FACILITIES**

c) new proposal for sewage disposal \_\_\_\_\_  
\_\_\_\_\_

d) quality and quantity of waste \_\_\_\_\_

10. Effective Date of Change of Use \_\_\_\_\_

11. List plans and other material accompanying application, and number of each:

*Note - Attach 3 sets of plans*

ITEM	NUMBER
a. _____	_____
b. _____	_____
c. _____	_____
d. _____	_____

12. Owner and applicant have read the LBSA Rules and Regulations and fully understand all necessary requirements. Yes \_\_\_\_\_

**The payment of a connection fee for each applicable new unit may be due and payable to the Authority in accordance with Section 3B-4 of the LBSA Rules and Regulations.**

\_\_\_\_\_  
(Signature of Owner)

\_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
(Name of Owner, typed/printed)

\_\_\_\_\_  
(Name of Applicant, typed/printed)

\_\_\_\_\_  
(Owner's Position or Title)

\_\_\_\_\_  
(Applicant's Position or Title)

**LONG BRANCH SEWERAGE AUTHORITY  
150 JOLINE AVENUE  
P.O. BOX 720  
LONG BRANCH, NJ 07740**

**FORM E-5 (Page 1 of 2)**

**APPLICATION FOR DISCONNECTION OF SEWERAGE FACILITIES**

**PERMANENT DISCONNECTION** \_\_\_\_\_

(RECONNECTION FEE WILL APPLY)

**OR**

**TEMPORARY DISCONNECTION** \_\_\_\_\_

(ACCOUNT MUST STAY ACTIVE)

**FILL IN AS EACH ITEM MAY APPLY - USE N/A IF NON-APPLICABLE**

Date \_\_\_\_\_

Application for **DISCONNECTION OF EXISTING SEWERAGE FACILITIES IN LONG BRANCH, COUNTY OF MONMOUTH, STATE OF NEW JERSEY.** This application must be filed with the Executive Director of the Authority, accompanied by plan showing the proposed plumbing layout and/or connection. Please answer all questions.

1. Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

Contact Person Name \_\_\_\_\_ Phone ( ) \_\_\_\_\_

2. Name of Present Property Owner \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_



3. Key Location or Street Location of Project \_\_\_\_\_  
\_\_\_\_\_

Block No. \_\_\_\_\_ Lot No. \_\_\_\_\_

4. Number of proposed lots to be disconnected \_\_\_\_\_  
Number of laterals to be disconnected \_\_\_\_\_

5. New Jersey Licensed Plumber performing the work:

Firm \_\_\_\_\_

Name of Plumber \_\_\_\_\_ Lic. No. \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

6. Describe proposal for disconnection: (See Section 4.7 of LBSA Rules and Regulations)

\_\_\_\_\_  
\_\_\_\_\_

7. Owner and applicant have read the LBSA Rules and Regulations and fully understand all necessary requirements. Yes \_\_\_\_\_

**The Authority must be notified 24 hours in advance of the proposed disconnection, and an Authority Inspector must be in attendance.**

\_\_\_\_\_  
(Signature of Owner)

\_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
(Name of Owner, typed/printed)

\_\_\_\_\_  
(Name of Applicant, typed/printed)

\_\_\_\_\_  
(Owner's Position or Title)

\_\_\_\_\_  
(Applicant's Position or Title)

**LONG BRANCH SEWERAGE AUTHORITY  
150 JOLINE AVENUE  
P.O. BOX 720  
LONG BRANCH, NJ 07740**

**FORM E-6 (Page 1 of 2)**

**APPLICATION FOR CHANGE OF USE OF EXISTING SEWERAGE FACILITIES  
(UNIT CHANGES)**

**FILL IN AS EACH ITEM MAY APPLY - USE N/A IF NON-APPLICABLE**

Date \_\_\_\_\_

Application for **CHANGE OF USE OF SEWERAGE FACILITIES IN LONG BRANCH, COUNTY OF MONMOUTH, STATE OF NEW JERSEY**. This application must be filed with the Executive Director of the Authority. Please answer all questions.

Application is hereby made for a change of use of existing sewerage facilities for a ruling on the system layout, characteristics, capacity, and requirements.

1. Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

Contact Person Name \_\_\_\_\_ Phone ( ) \_\_\_\_\_

2. Name of Present Property Owner \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

3. Interest of applicant if other than owner of property \_\_\_\_\_

4. Key Location or Street Location of Project \_\_\_\_\_

\_\_\_\_\_

Block No. \_\_\_\_\_ Lot No. \_\_\_\_\_

**FORM E-6 (Page 2 of 2)**

**(UNIT CHANGES)**

5. Describe: a) prior use \_\_\_\_\_

b) new use \_\_\_\_\_

6. Effective Date of Change of Use \_\_\_\_\_

7. Owner and applicant have read the LBSA Rules and Regulations and fully understand all necessary requirements. Yes \_\_\_\_\_

**All sewer service charges must be paid up to date in order for the unit change to be effective.**

\_\_\_\_\_  
(Signature of Owner)

\_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
(Name of Owner, typed/printed)

\_\_\_\_\_  
(Name of Applicant, typed/printed)

\_\_\_\_\_  
(Owner's Position or Title)

\_\_\_\_\_  
(Applicant's Position or Title)

8. Inspectors Report \_\_\_\_\_

**LONG BRANCH SEWERAGE AUTHORITY  
150 JOLINE AVENUE  
P.O. BOX 720  
LONG BRANCH, NJ 07740**

**FORM G (Page 1 of 5)**

**FLOOR DRAIN APPROVAL**

**LBSA PROJECT NO.** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Application for **REVIEW OF FLOOR DRAIN FACILITIES IN LONG BRANCH, COUNTY OF MONMOUTH, STATE OF NEW JERSEY.** This application must be filed in duplicate with the Executive Director of the Authority, accompanied by all applicable fees in cash or certified check made payable to the Long Branch Sewerage Authority. All questions must be filled in; incomplete forms will not be accepted.

Application is hereby made for review of proposed floor drain facilities for a ruling on compliance and acceptability.

1. Applicant's Name \_\_\_\_\_ Tax ID No. \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

Contact Person Name \_\_\_\_\_ Phone ( ) \_\_\_\_\_

2. Name of Present Property Owner \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

3. Interest of applicant if other than owner of property \_\_\_\_\_

\_\_\_\_\_

**FORM G (Page 2 of 5)**  
**FLOOR DRAIN APPROVAL**

4. If an industrial facility, date of approval by Planning Board \_\_\_\_\_

\_\_\_\_\_

5. Trade Name \_\_\_\_\_

6. Key Location or Street Location of Facility \_\_\_\_\_

Block No. \_\_\_\_\_ Lot No. \_\_\_\_\_

7. Description of industrial or commercial function and products \_\_\_\_\_

\_\_\_\_\_

8. On-site petroleum products: \_\_\_\_\_

\_\_\_\_\_

9. Average daily water consumption \_\_\_\_\_ gallons.

Source: \_\_\_\_\_

Names (generic) of all chemicals used in process: \_\_\_\_\_

8. New Jersey Licensed Engineer providing technical data:

Firm \_\_\_\_\_

Name of Engineer \_\_\_\_\_ Lic. No. \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

**FORM G (Page 3 of 5)**

**FLOOR DRAIN APPROVAL**

11. Attorney: Firm \_\_\_\_\_

Name of Attorney \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

12. Elevation of floor drain \_\_\_\_\_ Elevation of Street \_\_\_\_\_

13. Describe any process chemicals stored on premises, including tanks sizes, dilution, pH:

\_\_\_\_\_

Provide standard material safety data sheet for each chemical used or stored at site.

14. List plans and other material accompanying application, and number of each:

	ITEM	NUMBER
a.	_____	_____
b.	_____	_____
c.	_____	_____
d.	_____	_____
e.	_____	_____

15. Owner and applicant have read the LBSA Rules and Regulations (attached) and fully understand all necessary requirements. Yes \_\_\_\_\_

**FORM G (Page 4 of 5)**

**FLOOR DRAIN APPROVAL**

**IN ADDITION to the payment of applicable filing fees, escrow deposits and inspection fees, floor drain charges are due and payable to the Authority in accordance with Section 3B. THESE FEES ARE PAYABLE PRIOR TO THE ISSUANCE OF A PERMIT.**

\_\_\_\_\_  
(Signature of Owner)

\_\_\_\_\_  
(Signature of Applicant or Agent)

\_\_\_\_\_  
(Name of Owner, typed/printed)

\_\_\_\_\_  
(Name of Applicant/Agent, typed/printed)

\_\_\_\_\_  
(Owner's Position or Title)

\_\_\_\_\_  
(Applicant/Agent Position or Title)

**FORM G (Page 5 of 5)**  
**FLOOR DRAIN APPROVAL**

=====

SPACE BELOW FOR OFFICIAL USE ONLY

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APPROVED  
LONG BRANCH SEWERAGE AUTHORITY

\_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_  
(Applicant)

\_\_\_\_\_ (Address) \_\_\_\_\_ (Phone number)

\_\_\_\_\_ By \_\_\_\_\_  
(Date of Approval)

\_\_\_\_\_ (Expiration Date) \_\_\_\_\_ (Print Name and Address)



**LONG BRANCH SEWERAGE AUTHORITY  
150 JOLINE AVENUE  
P.O. BOX 720  
LONG BRANCH, NJ 07740**

**FORM H** (Page 1 of 4)

**SWIMMING POOL DRAIN APPROVAL**

**LBSA PROJECT NO.** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Application for **REVIEW OF SWIMMING POLL DRAIN FACILITIES IN LONG BRANCH, COUNTY OF MONMOUTH, STATE OF NEW JERSEY.** This application must be filed in duplicate with the Executive Director of the Authority, accompanied by all applicable fees in cash or certified check made payable to the Long Branch Sewerage Authority. All questions must be filled in; incomplete forms will not be accepted.

Application is hereby made for review of proposed swimming pool facilities for a ruling on compliance and acceptability.

1. Applicant's Name \_\_\_\_\_ Tax ID No. \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

Contact Person Name \_\_\_\_\_ Phone ( ) \_\_\_\_\_

2. Name of Present Property Owner \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

3. Interest of applicant if other than owner of property \_\_\_\_\_

\_\_\_\_\_

4. If a commercial or institutional facility, date of Planning Board approval \_\_\_\_\_

FORM H (Page 2 of 4)

SWIMMING POOL DRAIN APPROVAL

5. Trade Name or Facility Name \_\_\_\_\_

6. Key Location or Street Location of Facility \_\_\_\_\_

Block No. \_\_\_\_\_ Lot No. \_\_\_\_\_

7. Description of facility type (residential, commercial or institutional) \_\_\_\_\_

\_\_\_\_\_

8. Volume of Pool \_\_\_\_\_ gallons. Source of Water \_\_\_\_\_

9. No. of persons using pool: Average \_\_\_\_\_ Peak \_\_\_\_\_

10. On-site treatment facilities (filters, disinfection equipment, pumps, etc.)

\_\_\_\_\_

11. Names (generic) of all chemical used for disinfection or cleaning \_\_\_\_\_

\_\_\_\_\_

12. Exact location and size of proposed connection \_\_\_\_\_

Elevation of drain at pool \_\_\_\_\_

Elevation of sewer at street \_\_\_\_\_

13. New Jersey Licensed Engineer providing technical data:

Firm \_\_\_\_\_

Name of Engineer \_\_\_\_\_ Lic. No. \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

SWIMMING POOL DRAIN APPROVAL

14. Attorney: Firm & Name of Attorney \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone ( ) \_\_\_\_\_

15. Name of Contractor installing drain: \_\_\_\_\_

\_\_\_\_\_

16. List of plans and other material accompanying application, and number of each:\*

	ITEM	NUMBER
a.	_____	_____
b.	_____	_____
c.	_____	_____
d.	_____	_____

17. Owner and applicant have read the LBSA Rules and Regulations (attached) and fully understand all necessary requirements. Yes \_\_\_\_\_

**IN ADDITION to the payment of applicable filing fees, escrow deposits and inspection fees, swimming pool drain charges are due and payable to the Authority in accordance with Sections 3B.**

\* Attach 2 prints of your plans.

\_\_\_\_\_  
(Signature of Owner)

\_\_\_\_\_  
(Signature of Applicant or Agent)

\_\_\_\_\_  
(Name of Owner, typed/printed)

\_\_\_\_\_  
(Name of Applicant/Agent, typed/printed)

**FORM H (Page 4 of 4)**

**SWIMMING POOL DRAIN APPROVAL**

=====

SPACE BELOW FOR OFFICIAL USE ONLY

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APPROVED BY THE LONG BRANCH SEWERAGE AUTHORITY

\_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_  
(Applicant)

\_\_\_\_\_ (Address) \_\_\_\_\_ (Phone number)

\_\_\_\_\_ By \_\_\_\_\_  
(Date of Approval)

\_\_\_\_\_ (Expiration Date) \_\_\_\_\_ (Print Name and Address)

**LONG BRANCH SEWERAGE AUTHORITY  
150 JOLINE AVENUE  
P.O. BOX 720  
LONG BRANCH, NJ 07740**

**FORM I** (Page 1 of 3)

**INDUSTRIAL WASTE DISCHARGE AGREEMENT**

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_; between the Long Branch Sewerage Authority, with offices at 150 Joline Avenue, Long Branch, New Jersey 07740, (hereinafter referred to as the "Authority"), and \_\_\_\_\_ with offices at \_\_\_\_\_

\_\_\_\_\_ (hereinafter referred to as "Customer");

**W I T N E S S E T H;**

WHEREAS, the customer has applied to the Authority for permission to discharge industrial wastes into the sewer system owned and operated by the Authority; and

WHEREAS, the Authority has agreed to accept said wastes subject to the provisions of this Agreement;

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL PREMISES AND COVENANTS CONTAINED HEREIN, it is agreed by the parties hereto as follows:

1. Rules and Regulations. The customer represents that he has reviewed the Rules and Regulations of the Authority and, particularly Section 7C thereof, relating to industrial and commercial service, and Section 3A thereof relating to penalties for violations of the Rules and Regulations.
2. The customer has paid to the Authority or is paying simultaneously with the execution of this Agreement a connection fee in the amount of \$\_\_\_\_\_.
3. Waste Characteristics. Customer agrees to install an industrial waste flow meter and sampler in accordance with the Authority Rules and Regulations. The wastewater discharged by the customer into the Authority's system shall comply in all respects with applicable sections of the Rules and Regulations and customer agrees, if necessary, to pretreat its wastewater discharge to bring it into compliance with the standards set forth in those Sections. The customer is hereby authorized to deviate from said standards in the following respects only: (if none, state "none")

**FORM I (Page 2 of 3)**

**INDUSTRIAL WASTE DISCHARGE AGREEMENT**

4. Service Charges. Customer agrees to pay annual service charges to the Authority in accordance with the Authority's Rates, Rules and Regulations as the same may be amended from time to time. Customer acknowledges that it is aware that there are surcharges which may be imposed for exceeding any of the standards set forth in Section 7C of the Authority's Rules and Regulations.

**The customer agrees to bear any cost incurred by the Authority for testing procedures to determine that the sewer flow is within the parameter limits established by the Authority.**

5. Special Conditions. The following constitute the special conditions which shall be applicable to the customer's discharge into the Authority's system: (if none, state "none")

(1) The customer will meter discharge and will be charged at a base rate in accordance with the Long Branch Sewerage Authority's Fee Schedule.

(2) The customer will sample discharge and will submit the results of all analysis to the Authority.

(3) If any analysis indicates the customer has exceeded the limits set forth in the Rules and Regulations of the Authority, the Authority may impose a surcharge and/or hold the customer responsible for any damage or fines resulting from the customer's discharge.

6. Customer acknowledges that in the event it violates this agreement or the Authority's Rules and Regulations, the Authority may discontinue service to the customer, in addition to the other penalties provided in the Authority's Rules and Regulations.

**FORM I (Page 3 of 3)**

**INDUSTRIAL WASTE DISCHARGE AGREEMENT**

IN WITNESS WHEREOF, the parties have hereunto set their hands and affixed their seals the day and year first above written.

ATTEST:

LONG BRANCH SEWERAGE AUTHORITY

\_\_\_\_\_  
Notary

By: \_\_\_\_\_  
Chairman

ATTEST:

OWNER

\_\_\_\_\_  
Notary

By: \_\_\_\_\_

## **APPENDIX "B"**

### **FEE, PENALTY AND CHARGES SCHEDULES**

Adopted by Resolution March 8, 2006

\*\*Revised by Resolution July 20, 2011

\*\*Revised by Resolution June 20, 2012

\*\*Revised by Resolution June 26, 2013

\*\*Revised by Resolution May 21, 2014

\*\* Revised by Resolution June 17, 2015

\*\*Revised by Resolution August 17, 2016

\*\*Revised Resolution November 16, 2016

\*\*Revised Resolution July 19, 2017

\*\*Revised Resolution August 15, 2018

\*\*Revised Resolution July 17, 2019



**LONG BRANCH SEWERAGE AUTHORITY**

**STANDARD APPLICATION FEE AND CHARGES SCHEDULE**

Minimum deposits may be increased if the Authority review exceeds these minimum requirements.

<u>APPLICATION</u>	<u>FILING FEE</u>	<u>DEPOSIT FOR REVIEW*</u>	<u>DEPOSIT FOR INSPECTION</u>
<u>Form A</u> Conceptual Review of Sewerage Facilities	\$ 100	\$50/connection unit. Min. deposit \$1,000	None
<u>Special Review</u>	None	Minimum deposit - \$500	
<u>Form E-1</u> For Connection of Residential Sanitary Sewer	\$ 25*	None	Actual Cost**
<u>Form E-2</u> For Connection of Commercial Sanitary Sewer	\$ 50*	Actual Cost**	Actual Cost**
<u>Form E-3</u> Industrial Sewer Connection Application and Industrial Waste Discharge	\$ 50	Actual Cost** Minimum Deposit - \$500	Actual Cost**
<u>Form E-4</u> Change of Use	None	None, (unless special review or analysis required)	Actual Cost**
<u>Form E-5</u> Disconnection of Sewerage Facilities	None	None	Actual Cost**
<u>Form E-6</u> Application for Unit Changes	None	None	Actual Cost**

**LONG BRANCH SEWERAGE AUTHORITY**

**STANDARD APPLICATION FEE AND CHARGES SCHEDULE**

(Continued)

<u>APPLICATION</u>	<u>FILING FEE</u>	<u>DEPOSIT FOR REVIEW*</u>	<u>DEPOSIT FOR INSPECTION</u>
<u>Form G</u> Initial Floor Drain Application	\$ 25*	Actual Cost** Min. \$100 deposit for floor drain review, plus any special costs of review because of unusual wastes, indus- trial processes, or special circumstances.	Actual Cost**
<u>Form H</u> Swimming Pool Drainage Application		Actual Cost** Minimum Deposit - \$100	Actual Cost**
Swimming Pool Drainage Permit: 10,000 - 20,000/gal. Over - 20,000/gal.	\$ 25* \$ 100*		

\* (not including connection fees)

\*\* (Actual Cost to LBSA - Time, Equipment and Materials, if applicable).

**LONG BRANCH SEWERAGE AUTHORITY**  
**STANDARD APPLICATION FEE AND CHARGES SCHEDULE**

(Continued)

A. Sewer Service Charges

<u>Description</u>	<u>Annual Service Charge</u>
1. Residential - single family unit	\$336.00 per single family
2. Residential – apartments, multi-family units	\$336.00 per single family dwelling
3. School – public or private	\$336.00 per classroom
4. Hotels, Motels, Rooming Houses not including other primary uses	\$336.00 for each unit as defined in Section 3B.12

B. Commercial, industrial, professional, institutional, public or other uses

1. The annual service charge for commercial, industrial, professional, institutional, public or other uses is as follows.

(a) For annual water consumption of up to, and including, 70,000 gallons, the annual service charge will be \$336.00

(b) For every 1,000 gallons of annual water consumption above 70,000 gallons, there will be an additional annual service charge of \*\*\$4.80 per 1,000 gallons.

2. Each commercial, industrial, professional, institutional, public or other user not here-to-before mentioned, shall be subject to a minimum annual service charge of \$336.00 per unit.

3. All annual service charges based upon water consumption shall be made and billed on basis of user's water consumption readings obtained from the water company furnishing water to the respective units, but, in no event, shall any such charge be less than the minimum charge hereinabove set forth.

**LONG BRANCH SEWERAGE AUTHORITY**

**STANDARD APPLICATION FEE AND CHARGES SCHEDULE**

(Continued)

**C. Multi-use residential and commercial properties.**

Alternate A: One equivalent service unit for each residential dwelling unit, plus the estimated flow for the non-residential portion of the establishment calculated in accordance with N.J.A.C. 17:14a-23.3

Alternate B: Actual metered water use for the entire establishment, if only one meter exists. If separate meters exist for residential and commercial areas, the residential section shall be billed per dwelling unit and the commercial area billed in accordance with Section B, above.

Whenever any commercial or industrial establishment uses water in such manner that water used is not discharged into the sanitary sewer system of the Long Branch Sewerage Authority, the quantity of water so used and not discharged into the sanitary sewerage system shall be excluded in determining the sewer charges for said premises providing, however, that the quantity of water so used and not discharged into the sewerage system is measured by a device or meter approved by the Authority and installed by the owner of the premises without cost to the Authority. In lieu of the installation of a device or meter for measuring the quantity of water not discharged into the Authority's sanitary sewerage system, the Owner of the premises may install, at his own cost and expense, a device or meter for measuring the quantity of sewerage discharged into the Authority's sanitary sewer system.

**D. Sewer Rental Charges to Commercial or Industrial Establishments Without Separate Water Meters.**

Whenever two or more establishments are served by a single water meter the Authority may estimate the amount of water delivered to each establishment and may apply full or minimum charges to each establishment as enumerated above.

If the owner of the property does not agree to the Authority's determination of the sewer charge as set forth above, he shall, at his sole cost and expense, install separate meters for each building or establishment on the premises.

**LONG BRANCH SEWERAGE AUTHORITY**  
**STANDARD APPLICATION FEE AND CHARGES SCHEDULE**

(Continued)

E. Floor Drain Charges -

1. Floor Drains - 0.30 service units per 1,000 sq. ft. (or part) of building area tributary to floor drains.

2. Vehicle Bays - Additional 0.33 service units per bay where occasional car washing may be expected.

Additional 0.66 service units per bay where occasional truck washing (exterior or interior) may be expected.

F. Swimming Pool Drains -

1. For swimming pool sizes as follows:

For each 10,000 gallon pool capacity or portion thereof, 0.10 service units.

G. Check Processing Fee -

Whenever the Authority is notified a deposited item has been returned to the customer and is uncollected for non-sufficient funds, the Authority shall charge such customer a fee equal to the prevailing bank charge against the Authority's account for processing the non-sufficient funds item(s) plus a \$10.00 administrative fee.

H. Connection Fee -

The connection fee shall be \$4,446.00 for each service unit, and a per gallon per day connection fee of \$22.90 per gallon, per day of estimated flow for all non-residential connectors.\*\*

**LONG BRANCH SEWERAGE AUTHORITY**  
**STANDARD APPLICATION FEE AND CHARGES SCHEDULE**

(Continued)

**I. Service Lateral Installation Fees -**

An applicant will be charged for the installation of a service lateral whenever a physical connection is required to be made by the Authority or their designated contractor. The charge for installation of service laterals shall be the actual cost incurred by the Authority.

**J. Waste Surcharges –**

If a customer's discharge exceeds the limits set forth in the Rules and Regulations, they will be subject to surcharges which will be determined at the time of the incident.

**K. System Reactivation Fee -**

In the event that a sewer lateral service will be permanently discontinued, the Authority shall be notified in writing and the property owner must file LBSA Form E-5 for Disconnection. The sewer service lateral must be permanently sealed watertight by the property owner in a manner subject to the approval of the Authority. Once this has been inspected, the Application for Disconnection will be taken before the Board for final approval.

When a customer has received approval from the Authority to completely discontinue sewer service to an establishment, the customer, from that point on, is no longer subject to the annual service charge.

In the event that a house is to be demolished and rebuilt within 1 (one) year of the date of Application for Disconnection, the account will remain active and annual sewer service charges will prevail.

If, within a 2 year period of the time of disconnection, (date of Resolution approving the disconnection), a customer wishes to rebuild on said property using the existing lateral, the customer will pay a Reactivation Fee according to Long Branch Sewerage Authority Sewer Service Charges Schedule. This reactivation fee is deemed necessary by the Authority to recover the Capital and Debt Service Costs it incurred for such customer during the period of discontinued service.

**LONG BRANCH SEWERAGE AUTHORITY**

**STANDARD APPLICATION FEE AND CHARGES SCHEDULE**

(Continued)

If construction of the new house has begun within the 2 year time frame, and due to unforeseen circumstances, will not be finished in that time period, an extension can be applied for in writing to the Authority for an additional 2 year period.

If after a 2 year period, or one additional extension, the customer wishes to resume service with the Authority, the customer will be responsible for all Connection & Application Fees as set forth by the Authority in the Rules and Regulations.

The Reactivation fee per unit shall be based on the following :

Year	Amount
6/14/06	\$125.50 **
6/20/07	\$123.46 **
7/16/08	\$132.00 **
5/20/09	\$128.00 **
6/16/10	\$125.00 **
07/20/11	\$129.00 **
06/20/12	\$122.00 **
06/26/13	\$124.00 **
05/21/14	\$121.00 **
06/17/15	\$121.00 **
08/17/16	\$118.00 **
07/19/17	\$131.00 **
08/15/18	\$123.00 **
07/17/19	\$115.00 **

These rates will be computed for each year, or for any years previous to 1991 if necessary, by the following formula (the years listed also were computed using the following formula):

1. Add the budgeted capital appropriations for a given year and the debt service for the same year (capital/debt service sum).
2. Divide the capital/debt service sum by the same year's total budget (capital/debt service ratio).
3. Multiply the capital/debt service ratio by the same year's annual service charge. This figure is the amount necessary to be recovered for that year from a

reactivated customer as part of the system reactivation fee.

## **LONG BRANCH SEWERAGE AUTHORITY**

### **STANDARD APPLICATION FEE AND CHARGES SCHEDULE**

#### **L. Penalties**

In addition to any fees or surcharges, the Authority has the right to charge a penalty for any violation of the Rules and Regulations, or for exceeding the limits established in the Rules and Regulations. The penalties are as follows:

The violation must be corrected within thirty (30) days of the 1<sup>st</sup> Notification by the Authority or a penalty of \$250.00 will be levied.

After thirty days (30) days the 2<sup>nd</sup> Notification will be given to the violator and if not corrected within fifteen (15) days an additional penalty of \$500.00 will be levied.

After the aforementioned forty-five (45) days a 3<sup>rd</sup> Notification will be given to the violator and if not corrected within the next fifteen (15) days an additional penalty of \$1,000.00 will be levied.

If after sixty (60) days, the problem has not been corrected and approved by the Authority, the Authority will discontinue service to the violator or an additional penalty of \$1,000.00 per day will be levied.

#### **M. Domestic Sanitary Waste Septage**

The Authority may accept up to 12,000 gallons of domestic septage per day to a maximum of 40,000 gallons per week. The Authority will accept septage on a first come – first serve basis from haulers who meet the Authority’s qualifications and conditions.

The Authority shall charge a fee of \$0.06 per gallon of domestic septage.