

Revised 11/2019

**APPLICATION MUST BE COMPLETED IN ITS ENTIRETY INCLUDING ALL REQUIRED FEES**

## **FORM C**

MONROE MUNICIPAL UTILITIES AUTHORITY  
372 S. Main Street, Williamstown, New Jersey 08094  
Telephone No: (856) 629 - 1444  
Fax Number: (856) 875-9469  
Email Address: [www.monroemuanj.com](http://www.monroemuanj.com)

**MAJOR SUBDIVISION                      COMMERCIAL                      INDUSTRIAL**

**FORM C:    APPLICATION FOR CONSTRUCTION OF PUBLIC SEWER AND/OR WATER SYSTEM**

**PURPOSE:** To control the extent and schedule of planned sewer and/or water facility installations and to establish a schedule for Authority inspection of completed installations.

**The applicant should be aware that application approval does not guarantee availability of water and/or sewer.**

**FILING FEE:** \$ 200.00 - Sewer; \$ 200.00 - Water (Checks made payable to Monroe M.U.A.)

**REVIEW FEE:** A review fee of \$5,000.00 is due at the time of the submittal of this application. The Authority reserves the right to make exceptions to the above requirement when it appears the imposition thereof will be patently inequitable. The Applicant agrees to be responsible for all MMUA review costs, in association with this application, including costs that exceed the original escrow deposit. (Re: Escrow Agreement, Section 4.)

### **PART I**

**APPLICANT:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

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**OWNER:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

**PROJECT TO BE SERVICED:**

Name: \_\_\_\_\_

Location: \_\_\_\_\_

Section: \_\_\_\_\_ No. of Lots: \_\_\_\_\_

Date of Form B Approval: \_\_\_\_\_

**PROFESSIONAL ENGINEER DESIGNING SEWER/WATER SYSTEM:**

Name: \_\_\_\_\_

Signature & Seal

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

**SUPPORTING DATA REQUIRED:**

1. Applicant Engineer's Itemized Report on total sewer and/or water construction costs including fire hydrants: \$ \_\_\_\_\_
2. If required, two (2) complete sets of fire protection plans/including approval of said documents in writing from the Monroe Township Fire Subcode Official.

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3. Two (2) sets of NJDEP approved plans. Project Professional Engineer shall sign, seal and certify a letter attesting that the plans submitted are identical to the Form B approved plans. However, should there be revisions to the plans the Engineer will submit a letter explaining in detail each revision with basis and justification for each revision.
4. Two (2) complete sets of stamped final construction plans approved by the Township of Monroe.
5. One copy of the Township Resolution approving the project.
6. Typed list coordinating individual tax lot and block with street addresses.
7. All Easements must be recorded at this time. The MMUA Solicitor will record and execute the transfer of the necessary deeds, easements and/or public rights-of-way.

**PART II**

When the Authority Engineer has verified the total estimated sewer and water construction costs and the Authority Board has reviewed the plans, the applicant will be notified to submit the following:

1. REVIEW AND INSPECTION FEE: (Payable to MMUA: to be escrowed) 5% of verified construction costs: Fee to cover engineering fees, legal fees, inspection fees and related expenses.
2. Performance Bond, cash or certified check: 120% of total sewer and water construction costs. (See attached samples)

**FINAL APPROVAL WILL NOT BE GRANTED UNLESS ALL REQUIREMENTS HAVE BEEN RECEIVED BY THE AUTHORITY PRIOR TO MMUA MEETING.**

\_\_\_\_\_  
PRINT OR TYPE NAME

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

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**SAMPLE PERFORMANCE UTILITY BOND**

INSURANCE COMPANY LETTERHEAD

PERFORMANCE UTILITY BOND:

KNOW ALL MEN BY THESE PRESENTS: That we, (NAME OF BUILDER), as Principal and (NAME OF INSURANCE COMPANY), a corporation organized under the laws of the State of (NAME) and duly authorized to transact business in the State of New Jersey, as Surety, are held and firmly bound unto MONROE MUNICIPAL UTILITIES AUTHORITY in full and just sum of \$ \_\_\_\_\_, lawful money of the United States of America for payment of which sum, well and truly to be made, we and each of us bind ourselves, our and each of our heirs, executors, administrators, successors, and assigns, jointly and severally firmly by these presents.

THE CONDITIONS of the above obligation are such, that

WHEREAS, the above named Principal (NAME OF BUILDER), is planning to construct underground utilities in a subdivision known as SECTION \_\_\_\_\_ of (NAME OF SUBDIVISION). **\*Bond must also include a reference to a particular set of engineering plans or drawings, including the last revised date.**

AND the further condition that the Principal will complete the proposed sewage system (or water distribution system and appurtenances) in said subdivision within two years after approvals by the Authority and in full compliance with the plans and profiles submitted with the subdivision, as required by the Monroe Municipal Utilities Authority.

NOW, THEREFORE, if the above named Principal shall complete said improvements in the said subdivision according to the subdivision regulations of Monroe Municipal Utilities Authority, then this obligation shall be void; otherwise to remain in full force and effect until acceptance by adoption of a resolution by the Monroe Municipal Utilities Authority.

Signed, sealed and delivered this (DATE).

\_\_\_\_\_  
Name of Builder

By: \_\_\_\_\_  
(Authorized Signature)  
Title

\_\_\_\_\_  
(Name of Insurance Company)

By: \_\_\_\_\_  
(Authorized Signature)

Countersigned by N.J. Res. Agent: \_\_\_\_\_

FORM C - CORRESPONDENCE

CONSTRUCTION PERMIT # \_\_\_\_\_

THIS FORM (CORRESPONDENCE) IS TO BE SUBMITTED PRIOR TO APPROVAL OF THE MUA'S FORM C.

REQUEST FOR WATER AND/OR SEWER PERMITS  
(SUBMIT 48 HOURS PRIOR TO OBTAINING PERMITS)

MONROE MUNICIPAL UTILITIES AUTHORITY

372 S. Main Street

Williamstown, New Jersey 08094

Telephone Number: (856) 226-3628

Fax Number: (856) 243-2359

Email Address: [www.monroemuanj.com](http://www.monroemuanj.com)

Dear Ms. Gaudio:

Enclosed you will find \_\_\_\_\_ checks made payable to \_\_\_\_\_ totaling \$ \_\_\_\_\_, which represents payment in full of the sewerage and/or water connection fees for the following units for which sewer and/or water permits are hereby requested at this time. (A copy of applicable permit fees is attached for the applicant's reference.)

NAME OF DEVELOPMENT: \_\_\_\_\_

SECTION : \_\_\_\_\_

<u>BLOCK NO.</u>	<u>LOT NO.</u>	<u>STREET ADDRESS</u>	<u>BLOCK NO.</u>	<u>LOT NO.</u>	<u>STREET ADDRESS</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

I understand that any sewer and/or water permit issued for any residential unit pursuant to the foregoing request shall be valid for a period of one (1) year from the date of issuance and that any sewer and/or water permit issued for an industrial/commercial unit shall be valid for a period of one (1) year from the date of issuance.

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

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

**ACTION BY MONROE MUNICIPAL UTILITIES AUTHORITY**

Date of Issuance: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Disapproved: Date: \_\_\_\_\_ Reasons: \_\_\_\_\_

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

Wendy Mahoney  
Executive Director