

# ***THE EATONTOWN SEWERAGE AUTHORITY***

RULES AND REGULATIONS GOVERNING APPROVAL OF SEWER  
EXTENSIONS TO THE EXISTING SYSTEM, SEWER SYSTEMS IN  
SUBDIVISIONS, APPROVAL OF SEWER LATERAL CONNECTIONS  
INTO THE SYSTEM OF THE AUTHORITY, AND THE REGULATION  
AND DISCHARGE OF INDUSTRIAL WASTES TO SAID SYSTEM

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EATONTOWN SEWERAGE AUTHORITY

RULES AND REGULATIONS

**I. DEFINITIONS**

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

**"Agent"** shall mean a person who has the authority to act on behalf of a customer or applicant of the Authority. An authorized agent shall have written authorization from the customer or applicant to act in his behalf and shall be responsible as if he were the customer or the applicant. Actions of the agent shall be binding on the customer or Applicant.

**"Apartment"** shall mean a room or suite of rooms, which is occupied as a residence for one or more persons. This term includes efficiency apartments, which contain kitchen facilities.

**"Authority"** shall mean the Eatontown Sewerage Authority.

**"BOD"** (biochemical oxygen demand) shall mean the quantity of oxygen, expressed in "milligrams per liter" by weight, utilized in the biochemical oxidation of organic matter under standard laboratory procedure for five (5) days at twenty degrees centigrade (20° C.). The standard laboratory procedure shall be that found in the latest edition of "Standard Methods for the Examination of Water and Sewage" published by the American Public Health Association.

**"Building Sewer"** shall mean the sanitary sewer running from the building to the curb line and connecting with the sewer lateral where sewer mains exist within paved streets and shall mean the sanitary sewer running from the building to the connecting fitting where the sanitary sewer is installed within the sidewalk areas or easements.

**"Combined Sewer"** shall mean a "sewer" in which both surface runoff and "sewage" are received.

**"Connection Fees"** 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 existing customer with a change in use or expansion that could result in increased sewage flow to the Authority's system. The Connection Fee shall be established by the Authority and recomputed in accordance with N.J.S.A. 40A:26A-11.

**"Customer" or "Owner"** shall mean any person, corporation or organization contracting for sewer connection or for use, products or services or who use said services or who is the Owner or occupant, or both, of any real property which directly or indirectly has been connected to the sewer system or to which directly or indirectly has been furnished or supplied the use, products or services of the sewer system or sewer services facilities or products.

**"DEP"** shall mean the Department of Environmental Protection of the State of New Jersey.

**“Disconnected Property”** shall be a property that has been physically disconnected from the sewer system or a property not physically disconnected but to which service has been discontinued without payments being made. This shall include a property that has been temporarily disconnected from the sewer system or to which service has been discontinued without payments being made for less than 12 consecutive months and is being reconnected as it existed, prior to the temporary disconnection or discontinuance of service.

**"Domestic Sewage"** shall mean the normal water-carried household and toilet wastes from residence, commercial, institutional and industrial establishments.

**"Dwelling"** shall mean any house or building, excluding a lodging house, rooming house, or inn, all or part of which is occupied as the home or residence of a family, or two or more families living independently of each other and having no common right or use of any hall, stairway, cellar and water closet; and whether such house is built singly or a part of a double house, or in conjunction with others in an attached or semi-attached row, it shall be deemed a separate dwelling; and thus, a separate service unit.

**"ESU"** shall mean equivalent service unit, which shall be a standard unit of charge established by the Authority, based upon an estimated flow of 80,000 gallons per year, with each single-family residential unit being equal to one (1) ESU, and other types of service units being equal to the number of ESU's calculated as stipulated in the respective exhibits attached hereto and made a part of these Rules and Regulations.

**"Engineer"** shall mean the duly appointed Consulting Engineer appointed by the Authority.

**"Establishment"** shall mean any building, part of any building, all or part of any floor(s) of a multi-story building with plumbing fixtures that are capable of discharging waste to the sanitary sewer system.

**"FOG"** shall mean fats, oils and grease.

**"Garbage"** shall mean solid wastes from the preparation, cooking and dispensing of food and from the handling, storage and sale of produce.

**"Industrial Wastes"** shall mean the liquid wastes from industrial processes as distinct from sanitary sewage.

**"Infiltration"** shall mean ground water entering the sanitary sewer system from the ground, through such means as, but not limited to, defective pipes, pipe joints, connections or manhole walls.

**"Inflow"** shall mean the storm water entering into the sanitary sewer system from such sources as, but not limited to, roof leaders, cellar, yard and area drains, foundation drains, sump pumps, cooling water discharges, surface drains, manhole covers, storm sewers or catch basins.

**"Main"** shall mean the Authority-owned piping and appurtenances, in or along public highways and streets, or along privately owned rights-of-way, used for the transmission or for the collection of domestic sewage or industrial wastes from its customers.

**"Major Subdivision"** Any subdivision not classified as a minor subdivision.

**“Material Increase”** Any increase in the number of service units; or any other change which increases the level of use or demand on the sewerage system by 15 percent or more over the highest actual annual use and demand that existed during the prior 10-year period immediately preceding the addition, alteration, or change in use; provided, however, that, if the property has been connected to the sewerage system for less than 10 years, the average level of use and demand shall be calculated based on the actual period of connection.

**"Milligrams Per Liter"** (mg/l) shall mean the ratio of parts by weight of material under consideration to one million (1,000,000) parts by weight of sewage.

**"Minor Subdivision"** In accordance with Borough ordinances, a minor subdivision is a subdivision of land which (1) contains not more than three (3) lots which front on an existing and dedicated improved street and are adequately drained, (2) does not include any land which has been subdivided within thirty-six (36) months immediately preceding the subdivision application, (3) does not involve any new street or road, (4) does not involve the extension of Borough facilities or any off-tract improvement, (5) does not adversely affect the development of the remainder of the parcel or of adjoining property, (6) does not conflict with any provision of the master plan, and (7) does not involve a planned development.

**"New Service"** shall be defined as any sewer connection, not previously existing.

**"Other than Residential User"** shall mean all users and connections other than defined as "residential user", including but not limited to business, commercial, industry, restaurants, taverns, theaters, camps, churches, schools, hospitals, boarding homes, nursing homes, etc.

**"Owner"** See “Customer”

**"Persons"** shall mean any person, firm, association or corporation.

**"pH"** shall mean the logarithm of the reciprocal of the hydrogen ion concentration expressed in moles per liter and indicating the degree of acidity or alkalinity of a substance.

**"Physical Connection"** is defined to be made when the sewer lateral and building sewer have been installed, connected to the system and approved by the Authority Superintendent and Building Department, and when sewer facilities within the building, for which service is requested, are capable of being used.

**"Private Sewage Disposal System"** shall mean any septic tanks, cesspools, sewage disposal devices or subsurface disposal system.

**"Private Sewer"** shall mean sanitary sewerage facilities including mains, manholes, laterals, pump stations, etc. not owned and directly controlled by the Authority.

**"Properly Shredded Garbage"** shall mean the wastes from the preparation, cooking and dispensing of food that has been shredded to such 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 in any dimension.

**"Public Building"** shall mean any building or structure, exclusively dedicated to a public purpose of any department or branch of government, be it Federal, State, County or Municipal, but shall not include any building or structure which is in whole or in part leased, licensed or franchised to

any business entity or to a person or persons not employed by any department or branch of government, be it Federal, State, County or Municipal, even though the use shall be for a public purpose, direct or indirect.

**"Regional Sewerage Authority"** shall mean the Two Rivers Water Reclamation Authority.

**"Renewal of Service"** shall mean an application for a renewal of existing sewer service to an existing structure or a replacement structure in the case of a complete destruction of the prior structure or a change in ownership or use. A change in use shall include a change in the character of usage or a change in the size of facility or extent of the usage. An application shall not be considered for renewal of service if main extension approval is required by DEP.

**"Residential User"** shall mean a single-family, multi-family, apartment, trailer, mobile home, hotel or motel unit, which is designed and used exclusively for providing living accommodations.

**"Rooming House"** shall mean and include any house, building, or portion thereof, excluding a hotel, in which single individuals, or families, are harbored or received, housed or lodged, for hire or otherwise, for a single day or night or for an extended period of time. However, this shall not include a dwelling where less than five (5) persons are so received and lodged.

**"Sanitary Sewage"** shall mean the normal water-carried wastes from residential and business buildings, institutions, commercial and industrial establishments.

**"Sanitary Sewer"** shall mean a sewer, which carries sanitary sewage.

**"Service Charge"** shall mean the annual charge under the schedule of sewer rates adopted by the Authority or the latest revision thereof for direct or indirect connection with and use of the sewerage system of the Authority.

**"Sewage Treatment Plant"** shall mean any arrangement of devices and structures used for treating sewage.

**"Sewage Works"** shall mean all facilities for collecting, pumping, treating and disposing of sewage.

**"Sewer"** shall mean a pipe or conduit for carrying sewage.

**"Sewer Lateral"** shall mean the sanitary sewer running from the curb line to the main if the sewer is installed within the street cartway. If the sanitary sewer main is installed in the sidewalk area or within the easement area, there is no sewer lateral as defined herein with the exception of the saddle or fitting at the connection point to the main.

**"Sewer System"** shall mean all facilities for collecting, treating and disposing of sewage.

**"Slug"** shall mean any discharge of water, sewage or industrial waste 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 during normal operation.

**"Storm Sewer" or "Storm Drain"** shall mean a pipe or conduit, which carries storm and surface waters and drainage.

**"Suspended Solids"** shall mean solids that either float on the surface of or are in suspension in water, sewage or other liquids and which are removable by laboratory filtration.

**"Toxic Substance"** shall mean any poisonous substance.

**"Two Rivers Water Reclamation Authority"** shall mean the Regional Sewerage Authority created, pursuant to N.J.R.S. 70:14A-1 et seq. of the revised statutes of the State of New Jersey to provide sewage collection and treatment services to the municipalities of the Northeast Region of Monmouth County.

**"Watercourse"** shall mean a channel in which a flow of water occurs, either continually or intermittently.



## **II. APPLICATION TO THE AUTHORITY**

The Eatontown Sewerage Authority is a customer of the Two Rivers Water Reclamation Authority, whose system receives and treats all of the sewage from the Borough of Eatontown. All sewage discharged through the Two Rivers Water Reclamation Authority's system shall be in accordance with the *Rules and Regulations* of the Regional Sewerage Authority adopted August 1970, and amended to the present, by reference made a part hereof. Copies of the *Two Rivers Water Reclamation Authority Rules and Regulations* are on file at the Two Rivers Water Reclamation Authority office.

### **A. General**

1. Anyone wishing to obtain sewer service from the Eatontown Sewerage Authority will be required to make application for said service to the Authority. Application will be made on the standard application form of the Authority, copies of which are available at the Authority office. Upon approval of the application by the Authority a connection permit will be issued. Any and all fees required for the application *and connection permit* must be paid before the permit is issued. *The amount of the application fee shall be in accordance with the current Rate Schedule as indicated in the Appendix.*

*The amount of the connection permit fee shall be in accordance with the current Rate Schedule as indicated in the Appendix.*

No application for sewer use permit will be accepted by the Authority until the Applicant has paid, or made satisfactory arrangements to pay all arrears and charges due by the Applicant at any premises now or heretofore occupied by him. *See Appendix "A" at the rear of these Rules and Regulations for the schedule of rates. The fees must be paid before the permit is issued.*

If there is a change in ownership and fees are due and owing to the Authority, the new Owner will be required to pay all arrears prior to the Authority granting approval for the new Applicant to connect to the system or use an existing service.

2. The accepted application shall constitute a Contract between the Authority and the Applicant obliging the Applicant to pay to the Authority its rates as established from time to time and to comply with its *Rules and Regulations*.
3. Prior to submission of an application for new or renewal of service, it is the responsibility of the customer to inspect and examine all laterals, pipes and fixtures on the customer's property to determine whether they are in good condition. Application for new or renewal of service shall constitute a representation by the customer that said inspection has been made and said appurtenances have been found to be in good condition.
4. All completed applications for sewer use permits shall be approved on first come, first served basis. Applications shall be deemed complete when all forms, surveys, plans and fees have been submitted to the Authority and the application is deemed completed. The obligation of the Authority to approve completed applications for sewer permits is contingent upon the availability of capacity both at the plants and in the mains.

5. The Authority shall not approve sewer use permit applications until such time as the Authority is in receipt of all necessary approvals from the N.J.D.E.P. or any other Municipal, State or Federal Agency which may be required.
6. A sewer use permit or approval which is issued for any residential, industrial or commercial unit shall expire two (2) years from the date of issue, unless physical connection is made within the appropriate period. "Physical Connection" is defined to be made when the sewer lateral and building sewer have been installed, connected to the system and approved by the Authority Superintendent and Building Department, and when sewer facilities within the building, for which service is requested, are capable of being used.

It shall be the obligation of the Applicant to keep the Authority informed as to the expected date for hookup and also to ascertain that sewer is still available.

In the event that physical connection is not made within the appropriate period, the permit shall automatically expire and shall be void and of no force and effect.

Reapplication will require the submission of a new application and payment of all fees.

7. The Superintendent of the Authority shall inspect the sewer lateral installation from the connection to the main to the cleanout at the property line. The Authority Superintendent will issue the "pink copy" of the connection permit to the Building Department after the sewer lateral has been installed in accordance with the Authority's Rules and Regulations, and approved from the lateral connection at the main to the cleanout at the property line.

The Certificate of Occupancy shall not be issued by the Building Department until the "pink copy" of the permit has been received from the Authority Superintendent, and the connection of the building sewer to the sewer lateral has been made and approved by the Authority Superintendent.

Upon the date of "Physical Connection", the Eatontown Sewerage Authority shall charge, and the Applicant shall pay, sewer service charges for the units connected.

8. All required fees, including connection fees must be paid prior to connection to the sanitary sewer system.

## **B. Types of Application**

There are two (2) basic applications. Under each application different types of sewer service shall be applied for as follows:

1. Connection of Single-family and Two-family Homes (Form A)
  - a. single-family residential
  - b. two-family residential
2. Multi-family and Commercial/Industrial Connection (Form B)
  - a. multi-family residential

- b. condominium residential and commercial
- c. commercial
- d. industrial (Supplemental Form S-3 Required)
- e. major and minor site plan approval
- f. major and minor subdivision approval
- g. modification of an existing structure
  - addition of grease trap
  - addition of oil/water separator change of ownership
  - renewal of service
  - change in use (Supplemental Form S-2 Required)
  - disconnect (Supplemental Form S-1 Required)
  - expansion of existing facilities

## **C. Instructions for Filing Applications**

### **1. General**

- a. Two (2) copies of the fully-completed application with accompanying documents (i.e. plans, reports, etc.) and fees shall be submitted to the Eatontown Sewerage Authority office no later than thirty (30) days prior to the regular monthly meeting of the Authority, which is held on the 2nd Tuesday of each month. If said completed application or accompanying documents or fees is submitted less than thirty (30) days prior to the regular meeting, it shall be placed on the agenda for the regular meeting of the following month. If the Authority at the regular meeting at which the application is reviewed, preliminarily determines that the application accompanying the documents and fees, as well as all conditions precedent, appear to be completed, then the application shall be certified as complete as of the date of the meeting at which action is taken, for the purposes of the commencement of the time for the action by the Authority. Notwithstanding that the application may have been certified as complete, the Eatontown Sewerage Authority reserves the right to reject the application for being incomplete, should that be discovered during the course of review.
- b. In the event that the application for the aforesaid construction of facilities is rejected by any State or Federal Agency asserting jurisdiction for non-compliance with the Rules, Regulations or Specifications of that agency, and said application is returned as disapproved, the Applicant shall submit an amended application to the Eatontown Sewerage Authority containing the changes, modifications or corrections requested by the Federal or State Agency for review and approval by the Eatontown Sewerage Authority and the time limitations for approval by the Eatontown Sewerage Authority of the amended application

shall begin again, upon certification of the application as complete by the Eatontown Sewerage Authority, pursuant to the provisions contained herein.

- c. Notwithstanding anything contained in this rule in the event that an application for new service is made for sewerage service for property which abuts existing sewer mains, and no main extension permits are necessary, the Authority reserves the right to waive the requirements or the procedures, including payment of the fees associated with those procedures.

In the event that the Applicant's lands are deemed by the Authority to be too remote from an existing sanitary sewer, then a pumping station will be required, said station and the location thereof to be subject to approval by the Authority in accordance with the standards and requirements as hereinafter set forth.

- d. Upon submission to the Authority of a completed application for approval of a sanitary sewer extension, pumping station or sewage disposal facilities, the Authority shall approve or disapprove the application within thirty (30) days of the date the application is certified as complete.
- e. The Eatontown Sewerage Authority reserves the right to extend the time for the aforesaid approval or disapproval at its option by adoption of a Resolution therefore.
- f. All applications are to be filed by the Owner or Owners, or by a proper official of the company, or an authorized agent, and shall be accompanied by certified copy of the authorization. After approval by the Authority, one complete set of plans and specifications shall be so stamped and returned to the Applicant, together with the recommendations of the Authority's Engineer.
- g. If a sewer extension is required, the Applicant will submit all information as indicated in Paragraph C.6 (page 17) of this section.
- h. Prior to the start of construction, three (3) sets of final construction plans shall be submitted to the Authority.
- i. After connection and before final acceptance by the Authority, the Authority shall be provided with one (1) tracing mylar in ink and three (3) sets of built plans, as approved by the Authority Engineer.

## **2. Instructions for Residential Application**

The application for a residential connection may be in various forms. The application may be for: an existing house with a septic system that fronts on an existing sanitary sewer; an existing house with septic system that does not front on a sanitary sewer; an existing lot that fronts on a sanitary sewer; or an existing lot without sanitary sewer. Owners of property wishing to connect an existing one or two family house to an existing sewer shall file **Application Form A** with the Authority. This application shall be accompanied by a plot plan showing the location of the existing house and the location of the requested lateral connection and shall include the required connection fee. The Owner of a lot with sewer service shall file all of the material described, with the exception that the plan shall show the location of the proposed house.

The Owner of a house or lot without sewer service has the option of extending the sanitary sewer to his property and shall submit a plan showing the location of his property, the requested sewer extension, and the required applications and fees as indicated above. If the property is located within 200 feet of an existing sanitary sewer, he must connect to said sewer. If the lot or house is beyond the 200 feet limits, an onsite disposal system can be constructed if it meets the requirements and is approved by the County Board of Health. If the proposed sewer lateral is on a State highway or a County road and a bond is required, it shall accompany the application in the amounts stipulated by the Agency having jurisdiction. On local roads within the Borough, the Applicant will be required to obtain the necessary roadway permit.

a. Property Served by a Single Sewer Lateral

A separate and independent sewer lateral and building sewer shall be provided for every single-family residence, every apartment building, and every condominium dwelling.

In no case will one (1) lateral serve two (2) buildings, except that where one (1) building stands at the rear of another on an interior lot and no public sewer is available or can be constructed to the rear building through an adjoining alley, courtyard, or driveway, the building sewer from the front building may be extended to the rear building.

Where two (2) or more customers are now served through a single sewer lateral, any violation of the Rules of the Authority, with respect to either or any of said customers, shall be deemed a violation to all; and unless said violation is corrected after reasonable notice, the Authority may take such action as may be taken for a single customer, except that such action may not be taken until the customer who has not violated the Authority's Rules has been given reasonable opportunity to connect his building to a separate sewer lateral.

b. Street Openings

Street openings on Borough streets shall be under the jurisdiction of the Borough Engineer; on County roads within the Borough, under the jurisdiction of the County Engineer; and State Highways within the Borough, under the New Jersey Department of Transportation. Street opening permits must be obtained from the appropriate agencies before application is made for a sewer lateral permit. Streets, sidewalks and other public property disturbed in the course of the work shall be restored in a manner satisfactory to either the Borough, County or the State.

c. Authority Not Responsible

The Authority shall not be responsible for maintaining any portion of the building sewer line from the curb to the building, or for damage done by sewage escaping there from, or from lines or fixtures on the customers property; and the customer shall at all times comply with applicable regulations with respect thereto and make changes that are required.

If a curb does not exist in front of the property, then the customer is responsible from the edge of the existing paving or gravel road to the building.

d. Maintenance by Customer

All connections, building sewers, cleanouts and fixtures from the curb line, edge of paving, edge of gravel road, or edge of easement to the building shall be maintained by the customer in good order. All leaks in the building sewer from the curb line, edge of paving, edge of gravel road, or edge of easement to the building, or in any fixture in 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 contracted to do any work on the customer's building sewer prior to work being commenced, and said Contractor shall not backfill any trench until the work has been inspected by the Authority's Representative or the Plumbing Sub Code Official. Any work not acceptable shall be immediately removed and replaced by work which is acceptable.

e. Replacement of Building Sewer

Where the renewal or replacement of the building sewer from the curb to the structure is found to be necessary, the owner will place the new pipe in the same location as the old, unless approved by the Authority. The new building sewer will connect to the old sewer lateral at the curb or at the clean out.

f. Size and Material of Sewer Lateral

The Authority shall approve the size, material and installation of sewer lateral from the main to the curb line. These laterals shall be constructed in accordance with the Authority's specifications and shall be inspected and approved by the Authority's Inspector prior to backfilling the trench. Any construction not approved shall be immediately removed and reconstructed in an approved manner. The building sewer from the curb to the building shall be inspected and approved by the Plumbing Sub Code Official. The use of vents on any portion of the building sewer which would permit the entrance of storm water is prohibited.

g. Prohibited Connections

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

1. Floor Drain, Area Drain, or Yard Drain
2. Rain Conductor or Downspout
3. Grease Pit in Service Station
4. Air Conditioning Equipment
5. Sump Pumps
6. Storm Water Inlet or Catch Basins
7. Drains from places of equipment or manufacturing process, except when specifically authorized by the Authority under these Rules and Regulations.
8. Connections prohibited by the Regulations concerning Industrial Waste.
9. Swimming pools or backwash systems shall not be connected to a sewer lateral.

h. Special Connections

1. Sewer laterals to other than single-family residential homes shall be installed to conform to detailed plans and specifications submitted to the Authority by the Applicant, and only after review and approval of those plans and specifications by the Authority. (See following paragraphs in this section for details.)
2. Where, in the opinion of the Authority, a building sewer will be at such elevation that flooding may occur by backup through the sewer lateral, the customer will be required to install a backwater valve. The backwater valve will be in accordance with the requirements of the National Plumbing Code, and will be installed at a location where it is readily accessible for maintenance. The Authority will not guarantee the operation of the backwater valve; and if a customer installs a valve other than the approved type or does not properly maintain the valve by periodic maintenance, then any backups which occur will be the responsibility of the property owner.

The installation of backwater valves should be considered the last resort. If sewer service can be provided which does not require the installation of a backwater valve, then the Authority will not approve such installation. The installation of a backwater valve will be considered only in extreme cases where no other alternative is available.

i. Connections Below Street Level and Pumped Connections

In all buildings in which any building sewer is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building sewer may be lifted by approved artificial means and discharged to the sewer lateral. If lifting or pumping is required, it shall be provided by the Owner at his expense with the approval of the Authority. If lifting devices are contemplated, detailed plans showing the location of the lift station and how it is to be connected to the Authority's system must be submitted for review and approval. If other means of sewage disposal are contemplated, they must be provided in accordance with the Rules and Regulations of the local Board of Health. No basement facilities below the elevation of the street surface adjacent to said building will be connected by gravity to the sewer system. If basement connections are made, the Authority will consider any such connections illegal and the Authority therefore, will not be responsible for any damage which may occur from sewer backup.

j. Unauthorized Connections

Any lateral connection made without approval of the Authority shall be subject to immediate shut off. The Authority reserves the right to refuse connection and deny service for any connection which the Authority considers injurious to the system. The Authority's denial of service shall take precedence over any approval by the local Construction Code Officials.

k. Construction Requirements

The construction requirements for the installation of sewer laterals are outlined in Section III of these Rules and Regulations. All of the requirements relating to installation and material shall apply.

### **3. Instructions for Multi-Family Application**

Owners of property wishing to make connections to an existing sewer to serve a proposed multi-family unit or units, or the conversion of an existing single-family unit to a multi-family unit shall file the standard **Application Form B** with the Authority. There shall be filed with the application a plot plan showing the proposed building or the existing building to be converted and the location of the requested lateral connection, and shall include the required initial deposit for the application. If sewers must be extended to service the proposed multi-family dwelling, then the plan shall also indicate the extension of the sewer to the property.

If a sewer extension is required, then the Applicant will be required to furnish all information necessary as detailed under the instructions for major subdivision. This information is required to obtain the necessary permits from the State of New Jersey for the sewer extension. The Applicant will be required to pay all costs for obtaining the State permits.

The applicant for multiple-family units, which require site plan or subdivision approval, shall submit the necessary information as indicated in paragraph C.6 of this section.

### **4. Instructions for Commercial Applications**

The Owner of property wishing to make application for commercial use shall file the standard **Application Form B** with the Authority. If the application also requires site plan approval of the Planning Board, the extension of a sanitary sewer, or a subdivision, the Applicant will be required to furnish the material listed under paragraph C.6 of this section. The Applicant will file the standard form with the Authority and shall accompany the application with a site plan indicating the location of the existing or proposed building and all of the data required under paragraph C.6 of this section. If the proposed structure is located on a property served by an existing sewer, then the Applicant shall include the required connection fee for the service.

If the commercial development requires site plan or subdivision approval, and the Applicant requests a Letter of Availability from the Authority, he must so indicate upon the filing of the standard form. The Applicant will also be required to receive conceptual and final approval from the Sewerage Authority. If the Applicant wishes the approval procedure to be given in stages, then he will be required to furnish the necessary information indicated under paragraph C.6 for each stage of approval. If the commercial use requires a grease trap or oil or sand interceptor, the property owner must file a Commercial Grease Interceptor Application (**Form C**). The necessary information must be given on size and location as detailed under paragraph IX of these Rules and Regulations.

### **5. Instructions for Minor Subdivision Applications**

The Applicant is required to file the standard **Application Form B** and a plot plan showing the location of the proposed lots and how they are to be connected to the sanitary sewer, if one exists, at the property. The Applicant shall also indicate on the application form the type of development proposed for the lots. If the lots are for other than residential development, then further approval of the Authority shall be required as indicated under paragraph E of this section.



If the proposed lots do not front on a public street where a sewer exists then the Applicant shall be required to submit **Application Form B** and to furnish the additional information specified under paragraph C.6 of this section, including all material necessary to obtain the required construction permits from the New Jersey Department of Environmental Protection.

## **6. Instructions for Major Subdivisions**

Applicants proposing a major subdivision shall file the standard **Application Form B** with the Authority along with required plans and supporting data as listed below. The application for a major subdivision shall consist of two (2) phases, conceptual and final. The conceptual application shall be accompanied by a conceptual plan indicating how the proposed project is to be served, the number of lots to be created, the estimated flow from the project, and a timetable to complete the application process and initiate construction. Two (2) copies of the fully- completed application with accompanying documents (i.e. plans, reports, etc.) and fees shall be submitted to the Eatontown Sewerage Authority office no later than thirty (30) days prior to the regular monthly meeting of the Authority, which is held on the 2nd Tuesday of each month. Upon review of the application by the Authority, the Applicant shall be advised if the existing sanitary sewer system is adequate to service his project, what modifications may be necessary if the sewer system exists, and if there is adequate capacity to service the project in the facilities of the Two Rivers Water Reclamation Authority.

If sanitary sewer extensions or pumping stations are required, the Authority will advise the applicant where he may connect to the Authority's existing system. If the Applicant receives a favorable decision of the Authority, then he may proceed with the preparation and submission of final plans. The final plans shall be prepared, signed and sealed by a licensed Professional Engineer registered in the State of New Jersey. To receive final approval, the Applicant shall submit the following information to the Authority, along with his application:

- 3 copies of the final plans containing all of the information, which was approved under preliminary approval;
- 3 copies of the Engineer's Report;
- 3 copies of the specifications;
- 3 copies of the Detailed Estimate of the construction costs.
- 3 copies of the New Jersey Department of Environmental Protection application form filled out in the name of the Authority with the required application fees; and
- Copies of all Easement Agreements for any easements shown on the plans, and any other information which was required at the time of preliminary approval.

The information submitted to the Authority for approval shall include the following:

### **A. Engineer's Report:**

A complete Engineer's Report, setting forth the basis of design and containing the following minimum data:

**For Sewer Systems:**

1. Description of geographic area to be served.
2. Existing and predicted population of area to be served.
3. Terrain data in sufficient detail to establish general topographic features of area to be served.
4. Minimum and maximum grades proposed.
5. A description of any pumping stations required.
6. Intended use of the proposed realty improvements and the characteristics of sewage expected from such use.
7. The effect of the proposed sewerage facilities on existing or proposed sewerage systems.
8. Amount of infiltration expected and its affect on design flow.
9. The estimated daily flow and descriptive formula utilized in calculating such estimates.
10. Description of materials to be used.
11. Preliminary cost estimate.
12. Any other factors which would affect design and use of the sewerage system, including a downstream study.

All sanitary sewers shall be designed to carry four times the average flow estimated for twenty-five (25) years in advance. Average flow shall be assumed to be 100 gallons per person, per day, and three (3) persons shall be assumed per dwelling unit, including infiltration. Flow for commercial, industrial or multi-family residential units shall be calculated based on NJAC 7:14A-22.

All sewers must be designed on a "separate system" basis in which water from roofs, basements, streets and any other areas shall not be conducted to the sanitary sewer system. No bypasses or overflows, which allow raw sewage to be discharged from sewers, shall be installed.

Sewers and force mains shall be designed in accordance with NJDEP and ESA requirements. Inverted siphons shall not be permitted. Materials used in the construction of sewers, service laterals, force mains and outfalls are indicated in the technical specifications.

**For Pumping Stations:**

Additionally, for proposed pumping stations, the Engineer's Report shall contain the following data:

1. The operation characteristics of the station at minimum, maximum and average flow (both present and future).
2. Provisions for emergency standby power and handling of sewage in the event of complete failure of the station.
3. Preliminary cost estimate for construction and annual operating costs.
4. Any other factors which would affect design and use of the sewerage system.
5. Any other factors which may be required by N.J.D.E.P.

**B. Plans and Profiles of all Proposed Sewers:**

Plans shall be of uniform size, 24" x 36", with a 1/2" border on top, bottom and right side, and a 2" border on the left side, the last one for binding. Four (4) sets of plans shall be submitted. Plan scale shall be a minimum of 1" = 50' horizontal, and 1" = 5' vertical. The plans shall be signed and sealed by a licensed Professional Engineer registered in the State of New Jersey and show the following:

1. Details: The plans shall show existing and proposed sewers, appurtenances, contours, and all existing and proposed streets, and surface elevations at all breaks in grade and street intersections, tributary areas with population per acre, the true or magnetic meridian, boundary line, title, date and scale. Any area from which sewage is to be pumped shall be indicated clear. All sheets shall be numbered.
2. Symbols: Sewers and appurtenances to be constructed shall be shown by solid and dashed line respectively. Existing sanitary sewers shall be labeled as such. All topographical symbols and conventions shall be those used by the United States Geological Society.
3. Elevations: All permanent benchmarks of the New Jersey Coast and Geodetic Survey shall be shown. Elevations of street surfaces shall be placed outside the street lines. The elevations of sewer inverts at ends of lines and at changes of grades shall be written parallel with the sewer lines and between the street lines. The elevations of street surfaces shall be shown to the nearest 0.1 foot, the sewer inverts to the nearest 0.01 foot. Sufficient benchmarks shall be permanently established for the area.
4. Distances, Grades and Sizes: The distances and stationing manholes, grades in decimal, sewer sizes and material shall be shown on the plans. Arrows shall show the direction of the flow. For water mains, the distances, diameter and material shall be shown on the plans.
5. A site map of the entire project shall be furnished showing existing and proposed sewers and pumping stations for the whole area to be served.
6. A location plan showing the location of the site within the Borough.

7. A USGS map showing the site location.

**C. Specifications for All Proposed Sewers:**

The plans for the proposed facilities shall be accompanied by a complete set of specifications, which outlines the materials to be used and how construction is to be carried out. The specifications shall include all of the technical information included in the Standard Technical Specification of the Authority, and shall also include any requirements of the New Jersey Department of Environmental Protection and the Two Rivers Water Reclamation Authority.

FINAL PLANNING BOARD APPROVAL SHALL BE A CONDITION PRECEDENT TO THE SUBMISSION OF AN APPLICATION TO NJDEP, AND TO THE AUTHORITY GRANTING FINAL APPROVAL.

Approval of plans by the State of New Jersey Department of Environmental Protection, Division of Water Quality shall be obtained by the Applicant prior to start of construction. The Applicant shall obtain permits for all wetlands, stream crossings or encroachments from the State of New Jersey Department of Environmental Protection, and Corps of Engineers where required. Permits to construct sewers and/or other structures within right-of-way limits of State, County, and Municipal roads and all railroads must be secured and paid for by the Applicant.

The Applicant must secure any necessary clearance from any public utilities involved.

**Sewer Main Extension:**

1. All applications for sewer main extensions shall be prepared wherever necessary by the customer at its sole expense and shall be subject to review and approval by the Authority and its Consulting Engineer, and shall be submitted to N.J.D.E.P. in the name of the Authority as the Applicant. All rights or entitlement contained in a main extension permit issued by N.J.D.E.P. shall belong to the Authority and not to the customer. The Authority reserves the right to withhold the submission of a main extension permit to N.J.D.E.P. for good cause.
2. Main extension permits shall be secured for each project or facility, whenever necessary, before the customer can apply for sewer connection permits to the Authority.

**Performance and Maintenance Guarantees:**

1. "Performance Guarantee" and "Maintenance Guarantee" shall mean either cash or third party Surety Bonds from a reputable insurance company in a form that is acceptable to the Eatontown Sewerage Authority.
2. Prior to the commencement of any construction of facilities that either will be dedicated to the Authority or will remain as private property (excluding laterals) the Applicant shall post with the Authority a performance guarantee covering said improvements. The amount to be posted under the performance guarantee shall be 100% of the estimated cost of the improvements to be constructed, plus the

estimated costs of all inspection fees. The estimated costs shall be prepared by the Applicant and approved by the Authority's Consulting Engineer. The Authority's Solicitor shall approve the form of the performance guarantee before it shall be accepted. The performance guarantee may be posted by sections.

3. The Applicant may request a reduction in the performance guarantee posted if at least 50% of the improvements to be constructed under the performance guarantee are satisfactorily completed and tested in accordance with the Eatontown Sewerage Authority Rules, Regulations and Specifications; and if the improvements, in the opinion of the Authority are adequately protected from future damage due to continuing construction. The Authority may allow up to a maximum of a 75% reduction of the dollar value of the improvements that are satisfactorily completed, tested and protected before final acceptance.
4. Maintenance guarantee shall be posted upon final acceptance of the improvement for a two (2) year period in an amount of 10% of the estimated cost of the improvements constructed. Final acceptance of the improvements constructed shall not occur until the date that the maintenance guarantee, in a form satisfactory to the Authority's Solicitor, shall be received by the Authority.

## **7. Application for Site Plan Approval**

Owners of property wishing to make application to the Authority for sewer service under a site plan approval shall first submit a letter of inquiry to the Authority for conceptual approval. If the site is serviced by an existing sewer of the Authority, then the Applicant will be required to file a plot plan showing the proposed building plans so that the Authority can determine if the proposed construction will adversely affect their system. The site plan shall indicate how site drainage is to be handled so that the Authority may determine whether or not it will impact the sanitary sewer system.

After submission of the conceptual application, the Applicant will be given a Letter of Availability, which will indicate that sewer service is available for the proposed development and that the proposed development should or should not impact the sanitary sewer system. If impacts are indicated, the Letter of Availability will further instruct the Applicant how to proceed. The Letter of Availability will also indicate whether the site is serviced by existing sewer, or whether a sewer extension, pumping station, etc., is necessary, and where the Applicant may connect to the existing sewer. The Applicant may then proceed to submit his final application and all the necessary data indicated under paragraph C.6 (page 17) of this section.

## **8. Application for Renovation or Modification of Existing Structure**

Owners of property wishing to make renovations or modifications to existing structures shall file with the Authority the standard **Application Form A or B** with an explanation of the proposed modifications. The application shall be accompanied by a plot plan showing the existing property and structure and shall describe the renovations to be performed. If the renovations require site plan approval, then the Applicant will submit all information as indicated in paragraph C.6 (page 17) of this section. If the proposed construction does not require site plan

approval and the structure is connected to an existing sewer, then the Authority will grant its approval and may subject that approval to modifications to the existing sewer system.

If the existing structure is not served by an existing sanitary sewer, then the Applicant will be required to furnish all data indicated under paragraph C.6 (page 17) so that a sewer extension can be constructed.

In accordance with Senate Bill 1247 of 2018, if there is a material increase to the level of demand for any new construction of additional service units requested, an additional fee shall apply to the amount of the higher demand/usage.

## **9. Instructions for Change of Use**

An application for change of use will be submitted on the form provided by the Authority. This application shall be submitted whenever there is a change in character or nature of usage of the property or facilities thereon, or a change in the extent of use of sewer facilities. An application is also required whenever a customer is renewing a former service that was terminated or abandoned when building a structure to replace a previous structure, (which was demolished or substantially destroyed.)

Upon application for change of use, the Applicant may be required to upgrade the service lateral and/or building sewer to comply with current ESA and/or the New Jersey Plumbing Code requirements.

In the event that sewer service was terminated by the Authority because of improper construction, maintenance or use of any connections into the sewer system of the Authority, the correction of any deficiency shall be a condition precedent to the application for renewal of service. Whenever service has been terminated by the Authority for non-payment of service charges, the payment of service charges in full, including all accrued interest, shall be a condition precedent to the application for renewal of service.

In accordance with Senate Bill 1247 of 2018, if there is a material increase to the level of demand caused by the change of use which results in more than 15 percent over the highest actual use and demand during the prior 10-year period immediately proceeding the addition, alteration or change in use, an additional fee shall apply to the amount of the higher demand/usage.

## **10. Instructions for Changes of Owner**

Whenever there is a change of ownership of property, there shall be filed by the new Owner a change of ownership application as provided by the Authority. The new Owner will supply all of the information indicated in the application so that the Authority may be properly informed regarding bills for service and any other changes that may have taken place on the property. At the time of application for change of ownership, a survey of the property will be made to determine the use category, which affects the property in accordance with the Authority's rate schedule and whether there exists on the property any illegal connections forbidden by these Rules and Regulations. If during the survey prohibited connections are found, the Applicant will be given thirty (30) days to make any required modifications. If the modifications are not made within the required time period, the Authority shall deny sewer service.

## **11. Instruction for Industrial Waste Discharge**

Owners of property wishing to discharge industrial waste into the system of the Authority shall file the standard application form. The application will be accompanied by a plan showing the proposed facility and give the nature and amount of discharge, and shall supply all other information as described in Section VII - "Industrial Waste Discharges" of these Rules and Regulations.

If the application also requires site plan approval or the extension of sanitary sewers, the Applicant shall also supply all information as described in paragraph C.6 (page 17) of this section.

## **12. Approval of Plans by Two Rivers Water Reclamation Authority, State of New Jersey and Others**

The Eatontown Sewerage Authority is a customer of Two Rivers Water Reclamation Authority. Their approval and endorsement of all new projects within Eatontown is required. The Applicant shall be required to submit all the necessary application fees, plans, reports and whatever else is required of the Two Rivers Water Reclamation Authority to obtain their approval.

The Applicant shall be required to submit all of the data necessary, plus the required fees to the State of New Jersey Department of Environmental Protection, Division of Water Quality to obtain the State's approval where required.

The Applicant shall obtain and pay for all other permits for stream crossings or encroachments from the New Jersey Department of Environmental Protection, the Corps of Engineers where required, permits to construct sewers and all structures within right-of-way limits of State, County and Municipal roads and all railroad crossings.

The Applicant, when submitting his final plans to the Sewerage Authority for construction, will attach all of the pertinent letters of approval which may be required for the project.

The Applicant shall also be required to obtain, where necessary, clearance for any public utilities, which may lie within the right-of-ways or easements where sewers are proposed. Evidence of these approvals must be submitted to the Authority.

## **13. Disconnection of Sewerage Facilities**

In the event that a sewer lateral service will be permanently discontinued, the Authority shall be notified in writing that the service billing will be terminated. The property owner must file an Application for Disconnection of Sewerage Facilities (**Form S1**), and the sewer lateral shall be permanently sealed watertight by the Property Owner in a manner subject to the approval of the Authority Inspector, with all costs of review and field observation being borne by the Property Owner. In the event that a sewer lateral will be temporarily discontinued, the Authority shall be notified in writing. If the existing lateral is to be reused, it shall be temporarily plugged.

Sewer service can only be discontinued by the Owner in case of demolition of a building or of a fire, which makes the building or structure uninhabitable, or by order of the local Board of Health to vacate a building for health reasons.

In the case where a dwelling or building is to be demolished and a new dwelling or building is to be constructed in the same location, disconnection and reconnection applications must be submitted by the Owner together with all fees. If a temporary trailer is placed at the site of a demolished structure, a permit is required prior to connection of the trailer to the sanitary sewer.



Sewer service shall not be considered a service which can be temporarily discontinued. The Owner of a property which is connected to the sewer will be responsible for payment of sewer rental charges in accordance to the rate schedule as established by the Authority during the time a structure is unoccupied.

If any sewer payment shall remain unpaid in whole or in part for a period of six (6) consecutive months, the ESA shall have the right to enter upon the property and disconnect the property sewer system from the ESA sewer system in such a manner as may be appropriate under the circumstances. The rate payer shall be responsible for all costs involved in the disconnecting and reconnecting of the sewer system, which shall be paid to the ESA prior to reconnection.

#### **14. Multi-Use Residential/Commercial Special Requirements**

Separate water meters shall be provided for all new multi-use residential/commercial properties.

#### **15. Easements**

Easements in a form approved by the Authority's Engineer and Attorney and executed by the property owner and/or other parties in interest will be required for all sanitary sewer lines (excluding service connections or building sewer) which are not within a public right-of-way. Upon approval of easement documentation by the Authority Engineer and Attorney, at the Authority's direction, the Developer shall record the easement document with the County Clerk and provide the recorded copy to the Authority. In the event that the Authority elects to record the easement itself, the cost of filing the easement will be deducted from the Developer's escrow account. The Developer shall obtain title insurance equal to the value of the easement or a minimum of \$25,000 and provide that title to the Authority.

All required easements are to be dedicated to the Authority and shall be clearly indicated on the drawings. Easements shall be unrestricted and shall have a minimum width of twenty five (25') per Section §89-81 of the Eatontown Code. Greater widths may be required based upon the size and/or depth of the pipe.

The title policies specified in the preceding paragraphs shall be in a form which is acceptable to the Authority Attorney. No title exceptions shall be permitted which adversely affect the Authority interest in the easement or pumping station lot. All easements or deeds conveying title as specified herein shall be conveyed to the Authority prior to the initiation of construction, at which time the title binder or commitment shall also be furnished to the Authority. The title policy as specified herein shall be required to be furnished to the Authority. The title policy as specified herein shall be required to be furnished within a reasonable time thereafter, but in no instance later than the time that the last Certificate of Occupancy is released or the release of the Performance Guarantee in the event the building is not constructed or occupied before the performance guarantee is released.

### **III. SEWER LATERALS & OTHER CONNECTIONS TO THE EXISTING SYSTEM**

No unauthorized person shall uncover, make any connection with or opening into, use, alter, or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the Authority.

The Applicant for the sewer lateral permit shall notify the Authority when the lateral is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the Authority or its Representative, and the further supervision of the Plumbing Subcode Official of the Borough of Eatontown as provided by Municipal Ordinance.

The Applicant shall inform his or her Plumbing Contractor that it is Sewer Authority policy to require the top of the cleanout at ground surface to be made of ferrous material, preferably cast iron. Refer to the Authority Standard Detail for the installation of the required cleanout cover. The cover must be made of material that is sensitive to an electronic locator. Cleanout plugs should be no lower than (3") three inches below finished ground surface. The size and slope of the sewer lateral shall be subject to the approval of the Authority, but in no event shall the diameter be less than four inches (4"). The slope of such 4" pipe shall be not less than one-fourth inch (1/4") per foot unless by written permission of the Engineer.

The Applicant for the sewer lateral permit shall notify the Authority when the lateral is ready for inspection and connection to the public sewer (732-389-7605 or 732-389-7606). The connection shall be made under the supervision of the Authority and Plumbing Inspector (732-389-7615). No inspections will be made on weekends by the Sewerage Authority.

Service Markings - The Contractor shall mark the location of each lateral by cutting on the top surface of the curb, the letter "H" about three inches in height. Where a sidewalk exists but no curb or cobblestone curb, the Contractor shall cut the letter "H" in the edge of the sidewalk nearest the cleanout. The Contractor shall mark the end of the lateral with a 2" x 2" oak board, which shall extend from the end of the lateral at the bottom of the trench to 2' above the ground surface.

#### **Connections**

4" and 6" connections to the sewer main will be made by the insertion of cast iron saddles or PVC saddles into the main. Connections 8" in diameter and larger will be made by the construction of a manhole over the sewer main at the lateral location or by tying the lateral into an existing manhole, if one exists at the proposed lateral location.

#### **Saddles**

Cast iron saddles for vitrified clay, asbestos cement or concrete pipe shall be Sealtite Connections as manufactured by Geneco or approved equal as detailed in these Rules and Regulations. Saddles for PVC pipe shall be weld on "wye" specifically made for PVC pipe.

Saddles: Branch connections for houses shall be made to the sewer main by the installation of a cast iron saddle onto the main. To cut a saddle into the main, the outline of the inner circumference of the fitting is scribed on the pipe. The portion within the mark is then cut out with power or hand saw and the branch connection reset over the opening and the saddle shall be

attached to the main with stainless steel straps bolted to the cast iron saddle. The saddle shall be adapted for Schedule 40 PVC pipe or extra heavy cast iron pipe.

Bolts for attaching saddle to the pipe will be made of brass.

Casings: Where required, casings for railroad and highway crossings shall be a minimum 1/2" thick steel, bituminous coated pipe.

### **Pipe**

Sewer lateral pipe shall be SDR-26 gasket-type PVC pipe, conforming to ASTM D2241, test pressure of 160 psi. Other materials shall only be used if approved by the Authority.

Joints: The joint of lateral pipe with cast iron saddles shall be made with a special adapter, which comes with the saddle. The adapter shall be specifically made for the type of lateral pipe used. The joint between the end of the adapter and the lateral pipe shall be made with an "O" ring gasket.

All joints and connections shall be made gas-tight and watertight. Other jointing materials and methods may be used only with approval of the Authority. All lateral pipe joints shall comply with A.S.T.M. C 425 Type III, or approved equal. Lubricants are to be furnished by pipe supplier and applied per said manufacturer's instructions.

### **Cleanouts**

A cleanout shall be placed in the building sewer at the point of connection with the sewer lateral, which is normally between the curb and the sidewalk, if they exist or are to be provided or at the property line if curbs and sidewalks do not exist or are not anticipated in a reasonable period of time. The cleanouts shall be brought to the surface and constructed in accordance with ESA standard details. The cleanout plug shall be at ground surface. Cleanouts installed more than 3" below ground surface shall be raised at the expense of the Homeowner.

### **Street Openings**

Street openings on Borough streets shall be under the jurisdiction of the Borough Engineer; on County roads within the Borough, under jurisdiction of the County Engineer; and on State highways within the Borough, under the jurisdiction of the New Jersey Department of Transportation. Street opening permits must be obtained from one of the above appropriate agencies before application is made for a sewer lateral permit. Streets, sidewalks and other public property disturbed in the course of the work shall be restored in a manner satisfactory to either the Borough, County, or the State.

### **Excavation and Backfill**

All excavation required for the installation of a sewer shall be open trench work unless otherwise required by the Borough, County or State. All excavations for sewer installations shall be adequately guarded with barricades and lights so as to protect the public from hazards.

Pipe laying and backfill shall be performed in accordance with ASTM Specification C12-19 except that no backfill shall be placed until the work has been inspected by the Authority.

## **Method of Construction**

Installation of the sewer lateral will be made in accordance with the sanitary sewer specifications of these Rules and Regulations.

## **Responsibility**

All lateral connections into the main lines of the Eatontown Sewerage Authority shall be the sole responsibility of the Homeowner, who shall pay all costs and expenses for lateral connections into the mains of the Eatontown Sewerage Authority. All connections shall comply with the Borough of Eatontown Plumbing Code and the Rules and Regulations and Sanitary Sewer Specifications of the Authority, and the Authority shall have the right to refuse any improper connection. Upon completion of installation of the sewer lateral, the section from the main to the curb/property line clean-out will be operated and maintained by the Eatontown Sewerage Authority.

## **Separate Trench**

No sewer lateral shall be laid in the same trench with any water pipe, gas pipe, electrical service, or any other facility of any utility company, nor within three feet (3') of any open excavation, vault, meter pit; nor shall the location be in conflict with any sidewalk or driveway running at right angles to the front of the building.

## **Sanitary Sewer Connections for Affordable Housing**

- (1). Eatontown Sewerage Authority has established within its rates or schedules a 50% reduction in the connection fee or tapping fee assessed for new connections to the sewerage system which is to be charged to public housing authorities, to non-profit organizations building affordable housing projects, and to any other affordable housing, including affordable housing units in inclusionary projects.
- (2). For units previously connected to the authority's system that were demolished or refurbished to allow for new affordable housing units and for which a connection or tapping fee was previously paid, a county, regional or municipal sewerage authority shall establish within its rates or schedules a credit against the connection fee or tapping fee to be assessed for connection with the sewerage system to public housing authorities, non-profit organizations building affordable projects, and to any other affordable housing, including affordable housing units in inclusionary projects. The credit shall be the connection fee or tapping fee previously assessed and paid for connection with the sewerage system for units previously connected to the authority's system.
- (3). The connection fee or tapping fee assessable against a public housing authority, non-profit organization, or other affordable housing owner, for units previously connected to the authority's system that were demolished or refurbished to allow for new affordable housing units, including affordable housing units in inclusionary projects, shall be the lesser of the reduced rate provided for in subsection a. of this section, or the current non-reduced rate applicable to other types of housing developments minus the credit provided under subsection b. of this section for units for which a connection fee or tapping fee was previously paid, provided that said public housing authority, non-profit organization, or other affordable housing owner can establish the connection fee or tapping fee was previously assessed and paid for connection with the system. If the same cannot be established, the reduced rate provided as outlined in the Rates and Service Charges section of these regulations.

#### **IV. SEWER SYSTEMS FOR SUBDIVISIONS AND EXTENSIONS TO THE EXISTING SYSTEM**

Any developer, subdivider of land, or other person, firm or corporation requiring the approval of this body as a condition precedent to approval of a subdivision by the Borough of Eatontown Planning Board; or any other person seeking approval of mains, laterals or other sewage facilities that it is intended to be incorporated into the sewerage system of this Authority; or any other person requiring sewage service for dwellings or other buildings not located and fronting on a presently existing and accepted Municipal street, or fronting on a street so accepted but not presently serviced to the location of the property by the system of this Authority, shall be required to comply with the Rules and Regulations herein set forth and all other Rules and Regulations of the Authority as a condition precedent to the approval of the Authority.

All laterals, mains, manholes, pumping stations, and other appurtenances required to be constructed in any new streets to be dedicated to the Municipality, within the boundaries of a development, or on any existing street within the Borough, shall be constructed by the Applicant in conformity with the Rules and Regulations of the Authority, subject to the Authority's inspection to ensure compliance with such Rules and Regulations and shall be constructed at the sole cost and expense of the Applicant for all labor, material, and supervision involved, including the cost of inspection to the Authority and, upon completion and acceptance by the Authority, shall become the Authority's property together with any and all easements or right-of-way necessary for the effective operation of such collection system.

The system shall be so designed as to connect to the Authority's existing system at such point as shall be designated by the Authority.

Where enlargement of the existing system or extension of the Authority's system to such point of connection is involved and in the Authority's opinion the revenues to be derived from such development are either insufficient to warrant the expense of such extension or the probability of such revenues resulting from the development is speculative, or where by reason of limitations of law on the Authority's borrowing power or practical impediments to borrowing the needed funds to build such extensions or enlarge said system the Authority deems it inadvisable or impractical to continue such extension, then the Authority may either refuse to construct the extension or construct the extension on terms involving cash donations by the Developer as such cash donations make such extension practicable. In the event the Authority deems the potential revenues to be derived from the development to be speculative, the Authority may, in all events, require a Corporate Surety Bond or escrow deposit in an amount sufficient in the Authority's opinion to guarantee the condition of the bond which shall be conditioned for the payment by the Applicant of the cost of any extensions or enlargements made necessary by the reason of the development if the dwellings or other buildings in the development are not completed within a time to be specified.

It shall be the responsibility of the Applicant to prepare and pay for the cost of preparation of plan satisfactory to the Authority showing the proposed collection system within the development. Such plans shall be accompanied by topographical information, percolation tests, where necessary and all other information or data required to enable the Authority or its Engineer to evaluate the proposed collection system. Such plans shall also be accompanied by

executed easements granted to the Authority for all portions of the proposed collection system not laid in presently existing and accepted public streets or in streets to be dedicated to the Municipality. Such easement shall be accompanied by the policy of a title company authorized to do business in the State of New Jersey ensuring the Authority that the Grantor named in the easement has full, complete fee simple title to the lands traversed thereby, subject to no encumbrances and that the condition of title to the plans shown on the plans submitted and therein designated as streets to be dedicated to the Municipality is in the same status.

In the event the Developer received approval by the Authority of its plan for such collection system, it shall not, between the date of such title company policy of insurance and the time of recording his plan delineating such streets and the location of such system and easements, cause any change to occur in the title or cause any encumbrance to be placed thereon.

Two (2) copies of any plans of any such collection system shall be submitted to the Authority, and the Engineer of the Authority, at least thirty (30) days before the meeting of the Authority in which said plans are to be considered and the plans will be considered at the next ensuing meeting of the Authority at least thirty (30) days after such submittal provided it has, by that time, received the approval of the Authority's Engineer. Upon approval of the Authority, the plans and specifications shall be submitted to the Two Rivers Water Reclamation Authority for their approval. When the approval of the Two Rivers Water Reclamation Authority is received, the plans, specifications and application required by the New Jersey Department of Environmental Protection shall be submitted to the New Jersey Department of Environmental Protection. Construction shall not begin until the necessary permits have been issued by the New Jersey Department of Environmental Protection. Prior to start of construction three (3) sets of final construction plans shall be submitted to the Authority.

The Developer shall be required to pay the full cost of a full-time observer chosen by the Authority to observe the installation of said collection system. The hourly rate for the observation fees will be the current rate presently in force and adopted by the Authority. The observer will be present at all times work is in progress. If the work day extends beyond the normal 8 hours, then the Developer will be required to pay overtime at the rate of 1 1/2 times the current hourly rate. The Developer will be required to cooperate in every respect with the observer. The Developer's Engineer shall supply to the Authority's observer a grade sheet showing the proposed invert elevations and the stakeout of construction for his use during the construction period.

The Authority's Engineer will prepare an estimate of the cost of such collection system and the estimated cost of observation, and the Developer, prior to approval of said plans, shall deposit with the Authority a bond in the amount of such estimate with Corporate Surety approved by the Authority, or in lieu thereof, shall enter into an escrow agreement for the posting of cash in the amount of such estimate conditioned for the completion of the collection system in accordance with the Rules and Regulations and sanitary sewer specifications of the Authority, and the payment of cost of observation.

The Developer shall and hereby does guarantee for a term of two(2)years from the date of acceptance of the work by the Authority to maintain the stability of all materials, equipment and work and to promptly make good and replace all poor or inferior materials, equipment and work and to remedy all defects in materials, equipment or workmanship, all shrinkage, settlement or

other faults of any kind whatsoever arising there from, at his own expense and to the satisfaction of the Authority when notified in writing to do so by the Authority.

In order to secure the guarantee as herein required above, the Authority will require a Bond of Surety Company to the Authority, approved by it as to form and manner of execution for the faithful performance thereof. Said bond shall be for a period of two (2) years and in an amount equal to ten (10) per cent of the Engineer's estimate of construction cost but not less than \$5,000.00. The Developer expressly warrants that his work shall be free from any defects in materials or workmanship and agrees to correct any such defects, which may appear within two (2) years following the final acceptance of the work.

Said system will not be accepted by the Authority or sewage accepted from said development until the condition of the completion bond is fully complied with, including payment of all observation fees.

**Before any new sewer system or sewer extension is connected to the existing system of the Authority, a sewer connection permit or permits must be obtained from the Authority at their office of business at the Borough Hall, 47 Broad Street, Eatontown, New Jersey. *See Exhibit "B" at the rear of these Rules and Regulations for the schedule to calculate the number of service units. The fees must be paid before the permit is issued.*** Street openings on Borough streets shall be under the jurisdiction of the Borough Engineer; on County roads within the Borough, under the jurisdiction of the County Engineer; and State highways within the Borough, under the jurisdiction of the New Jersey Department of Transportation. Street opening permits must be obtained from one of the above appropriate agencies before application is made for a sewer connection permit. Streets, sidewalks and other public property disturbed in the course of the work shall be restored in a manner satisfactory to either the Borough, County, or the State.

The collection systems so constructed shall be constructed in strict compliance with the sanitary sewer specifications of these Rules and Regulations and such amendments thereto as may be in effect from time to time, but not those adopted subsequent to approval of the Applicant's plans by the Authority.

Upon completion of all work and final inspection by the Engineer, as-builts of the sewer system shall be made and plans containing the as-built information shall be submitted to the Authority's Engineer for review and approval.

The Developer's Performance Bond will be released after the Authority has issued the Certificate of Completion. The maintenance guarantee will be retained two (2) years after the system is approved and placed in operation.

## **V. INSPECTION OF SEWAGE SYSTEMS DURING CONSTRUCTION**

The Authority, or its Consulting Engineer, shall inspect the construction of all sewer systems, renewal of existing service and the expansion and/or conversion of existing facilities which shall contribute sewage to the Authority's system to determine whether said systems and facilities are being constructed in the proper manner. The Authority shall inform the Applicant of any improper construction or any deviation from the approved plans of the Authority or from its Rules, Regulations or Specifications. The Applicant shall thereafter correct any defects or deficiencies. The Authority reserves the right to issue a stop work order to the Applicant in the event of improper construction. The Authority shall be under no obligation to provide sewerage service to an Applicant if the sewer systems and facilities are not built in accordance with the approved construction plans and the Authority Rules, Regulations and Specifications. Monthly inspection reports shall be submitted to the Authority to keep them aware of the progress of the work. The cost of inspection shall be borne by the Applicant. Three (3) days' notice shall be given to the Authority when the services of an inspector are required. The Authority will provide the Developer or Applicant with an estimate of the construction inspection fees for inclusion in the total escrow deposit.

Once the Applicant has completed final paving or other final restoration, the Applicant shall request in writing to the Authority and the Authority's Engineer a final inspection. During the final inspection manhole frames shall be inspected for proper elevation, shifting or damage and covers checked for type, proper pickholes and lettering. Inspection cleanouts shall be checked for damage, proper elevation, proper plugs and proper installation. CC-4 curb boxes shall be checked for damage, proper elevation (be set flush to final grade) and proper installation. Any deficiency identified during the final inspection shall be corrected by the Applicant prior to the release of the performance bond.

### **Escrow Fees and Escrow Accounts:**

Escrow fees shall be posted by the Applicant in the amount specified by the Authority. The funds so posted shall be held by the Authority in an escrow account. The Authority shall, from time to time, withdraw funds from this escrow account to reimburse itself for costs incurred by the Eatontown Sewerage Authority for inspection, engineering, review, legal review or for other services provided to Applicant by the Eatontown Sewerage Authority. In the event that the escrow fund is depleted or in deficit, the Applicant shall post additional escrow funds with the Authority in an amount to be set by the Authority. Any funds in the escrow account shall bear interest for the Applicant. The Applicant may request the return of any unused portion of the escrowed funds at the completion or termination of construction and after the Authority has accepted all improvements, and after final release of all maintenance guarantees.



## **VI. SEWAGE SYSTEM TESTING REQUIREMENTS**

All tests shall be performed in the presence of the Authority Engineer. The Applicant shall be responsible for notifying the Authority and Authority Engineer of testing, in writing, a minimum of 3 working days prior. Only after the installation of all underground utilities, services, curbing, and base course road pavement, shall sewers and manholes be inspected for line, grade, cleanliness and general workmanship as described below.

If upon failure of any test, the Applicant shall be held responsible to address the deficiency and make additional tests at the Applicant's expense.

### **A. Visual Test**

The Applicant shall TV inspect the sewers to demonstrate acceptability. The Applicant shall provide video inspection tape and TV inspection report to the Authority. The station of each house service lateral location tee/wye shall be noted on the TV inspection report. Additionally, when using PVC piping, the allowable deflection shall not exceed 5%. Measurements shall be made using a "Go-No-Go" device.

### **B. Leakage Test**

All sewers shall be subjected to either an infiltration or exfiltration test. The contractor shall furnish all labor, material and equipment necessary for testing. Exfiltration tests (air test) shall be conducted in lieu of infiltration tests when the pipe has been laid above the groundwater level. The tests shall be performed between two (2) manholes or as otherwise directed by the Engineer for the Authority and shall include all related sewerage facilities including the house connections and cleanouts.

#### **1. Exfiltration Air Test**

Prior to air testing, that section of pipe to be tested shall be flushed and cleaned of sand and other foreign matter. The test shall be made on a section of pipe from manhole to manhole. All sanitary sewer mains and laterals, downstream of the last cleanout, shall be tested.

The section of pipe to be tested shall be isolated with a plug installed at each end of pipe at the manholes. All laterals and cleanouts shall be plugged at ends and plugs should be braced securely. The plugs at each end of the pipe at the manholes must have provisions for connection of an air hose. One (1) plug shall be connected with an air hose to a portable air compressor with pressure regulators and gauges. The pressure regulators shall be used to control the rate at which air flows to the test section. The air pressure in the pipe shall be monitored by way of a pressure gauge connected to the plug at the opposite end of the sewer from the compressor. As air is supplied to the test section, it shall be monitored so that the pressure inside the pipe does not exceed 5.0 psig.

When pressure reaches 4.0 psig, the air supply should be throttled so that internal pressure is maintained between 4.0 and 3.5 psig for at least two (2) minutes. This allows time for the temperature of the air to come to equilibrium with pipe walls.

After the temperature has been allowed to stabilize for two (2) minutes, the air supply shall be disconnected and the pressure allowed to decrease to 3.5 psig. At 3.5 psig, the time required for pressure to drop to 2.5 psig shall be recorded. The time required for loss of 1.0 psig at an average pressure of 3.0 psig can be used to compute the rate of air loss.

The following table may be used to determine the minimum time allowable for pressure to drop 1.0 psig for various pipe sizes:

Pipe Size	Minimum Allowable Time	
	Minutes	Seconds
6"	2	15
8"	3	57
10"	4	43
12"	5	40
15"	7	05
18"	8	30

## 2. Infiltration Test

The infiltration test shall be performed on those lines that are at or below the existing groundwater level. The rate of infiltration shall not exceed 50 gallons per mile per 24 hours per inch of diameter of sewer. Gushing or spurting streams entering the sewers shall be reason for test failure regardless of infiltration test results. The test shall not be conducted on sections of sewer in excess of 2,000 linear feet of street mains, trunks or interceptors. All sanitary sewer mains and laterals, downstream of the last cleanout, shall be tested.

## 3. Force Mains

To test force mains, the contractor shall fill the pipe with water in a manner such as to expel all air. If the contractor elects, he may test the pipe as a whole or in convenient sections as approved by the Authority's Engineer. The pipe shall then be subjected to a pressure test of 150 psi for a two (2) hour period. Any leaks or defective joints shall be satisfactorily repaired in kind or replaced and the test repeated until the line shows no leakage.

#### 4. Low Pressure (Grinder Pump) Force Mains

To test low pressure force mains, the contractor shall fill the pipe with water in a manner such as to expel all air. If the contractor elects, he may test the pipe as a whole or in convenient sections as approved by the Authority's Engineer. The pipe shall then be subjected to a pressure test of 100 psi for a two (2) hour period. Any leaks or defective joints shall be satisfactorily repaired in kind or replaced and the test repeated until the line shows no leakage.

#### **C. Manhole Vacuum Test**

Manholes will be tested for water tightness upon completion of backfilling if required by the Authority Superintendent or Engineer. Testing will consist of a water leakage test or an air vacuum test. All equipment and labor shall be provided by the Contractor as necessary for this testing.

##### 1. Leakage Test:

The Contractor shall perform exfiltration tests on each manhole. Manholes shall be filled with water to the top of the cone section.

The Contractor may allow water to set in manholes for a period of time to allow for absorption. At the end of this period, the manhole shall be refilled to the top of the cone and the test time of at least four (4) hours begun. At the end of the test time, the amount of water required to refill the manhole to the top of the cone shall be determined. A calculation shall be made to determine the 24-hour leakage rate per foot of manhole depth. The leakage for each manhole shall not exceed one gallon per vertical foot for a 24-hour period. If the test fails this requirement, but the leakage does not exceed three gallons per vertical foot per 24-hour period, repairs shall be made as approved or directed by the Engineer to bring the leakage within the allowable rate of one gallon per foot per 24-hour period. If leakage exceeds three gallons per vertical foot, per 24-hour period, the manhole will be rejected. The Contractor shall then uncover the manhole, as necessary, and shall disassemble and reconstruct or replace it as directed by the Engineer. The manhole shall then be retested. This procedure shall be repeated until the manhole passes the leakage test.

##### 2. Vacuum Test:

A vacuum of 10 inches of mercury shall be applied to the manhole and the time measured for the vacuum to drop to 9 inches. The vacuum equipment shall be approved by the Engineer prior to its use. The following table of test times will be used for acceptance of manholes. Manholes times for the 10 to 9 inches of mercury drop greater than the times in the following table will have passed the vacuum test. Manholes failing this test shall be repaired or disassembled and reconstructed as directed by the Engineer.

Depth of manhole (feet)	Time (sec) Manhole Diameter (inches)		
	48"	60"	72"
0 to 8	14	18	23
8 to 10	17	23	28
10 to 12	21	28	34
12 to 14	25	32	40
14 to 16	28	37	45
16 to 18	32	41	51
18 to 20	35	46	57
20 to 22	39	51	62
22 to 24	42	55	68

### 3. Pumping Station Startup Test

In the case of the pumping stations, the Applicant shall conduct a satisfactory start-up and operation simulation for the facility. All equipment shall be tested. Emergency generators and associated equipment shall be tested by way of a simulated power failure. Pumping equipment and alarms shall satisfactorily operate at designated wet well sewage levels in accordance with the Applicant's design operation sequence as outlined in the operation and maintenance manual submitted by the Applicant and approved by the Authority's Engineer.

## **VII. ACCEPTANCE OF NEW FACILITIES BY AUTHORITY**

Upon the completion of all of the requirements herein, the Authority shall determine whether said systems are constructed in accordance with the approved plans and Rules, Regulations and Specifications, and shall determine whether all supporting documents are in order. If all construction and submissions are approved, the Authority shall proceed to accept the systems and facilities so constructed and shall accept and have recorded, wherever necessary, the dedications, deeds, easement, bonds and as-built drawings. All costs for recording of documents shall be paid by Applicant. The responsibility for all construction, maintenance and cost of operations prior to acceptance by the Authority shall be borne by the Applicant.

After construction has been completed, the Applicant shall request in writing that the Authority accept the systems and facilities. The Applicant shall, at the time of the request, submit to the Authority any and all completed documents, which are necessary to:

- a. Dedicate all sewer systems and facilities, including mains, force mains, pumping stations and any and all related appurtenances, except laterals, to the Authority, which are located in the public right-of-way or in easement areas approved by the Authority.
- b. Deed (with warranties) at no cost to the Authority, all necessary titles or easements to lands necessary for the maintenance or operation of the sewerage systems and facilities, including easements for extensions of mains to adjacent properties.
- c. Post a two (2) year Maintenance Bond in the amount of 10% of the total construction cost to cover cost of repairs for any latent defects discovered during the two (2) year period;
- d. A certificate of the Authority's Engineer stating that the construction has been completed in accordance with the approved plans and specifications, and that as-built plans have been submitted and approved; and
- e. A contact mylar of the as-built plans shall be submitted. The mylar shall indicate the approval of the Authority's Engineer.
- f. A final inspection shall be performed as described in Section V of the Rules and Regulations. The Applicant shall address any deficiencies noted during the inspection to the satisfaction of the Authority.
- g. All testing shall be completed and deficiencies addressed to the satisfaction of the Authority as described in Section VI of the Rules and Regulations.

The Authority shall not accept any sewer facilities which are not located in the public right-of-way or in easement areas approved by the Authority, even if the facilities were bonded improvements. In this event, the Authority shall approve final construction, but shall not accept the facilities, and the facilities shall remain the private property of and shall be maintained by the Applicant.

The Authority at all times shall retain the right to inspect said facilities that remain on the private property for the protection of its system.

### As-built Plans

1. After connection and before final acceptance by the Authority, as-built plans shall be provided by the Applicant and shall be a plan view similar to plan filed in the County Clerk's office, free from extraneous information to sanitary sewer and appurtenances. The size of such plan shall be 24" x 36". When larger size sheets are proposed, approval of the Authority shall be obtained prior to submission.
2. Information shown on the plan shall be as follows:
  - a. Datum to be N.J.G.S. and its source noted on plan.
  - b. A permanent benchmark shall be established near or within the project and shall be clearly shown and described on the plan.
  - c. Manholes are to be shown for both on-site and off-site sewer construction.
  - d. Elevations of manhole rim and inverts shall be shown on the plan at the manhole.
  - e. Pipe lengths, sizes and slopes shall be shown along pipe lengths, between manholes.
  - f. Lateral connections shall be shown with reference to stationing from low manhole of each pipe section. All laterals installed shall be shown, both on-site and off-site.
  - g. All easements required by the Authority or granted in connection with the project shall be shown on the plan. Easements, which are not part of a filed plan, shall be shown, indicating the book and page and date of recording of the easement in the County Clerk's office.
  - h. The Engineer or Land Surveyor preparing the plan shall certify that the information shown on the plan is correct.
  - i. Tax map information for all lots and blocks within and adjacent to the project shall be shown on the plan.
  - j. Street names are to be shown.
  - k. Key map is to be provided showing the location of the project within Eatontown.
3. As-built plans for pumping stations shall consist of a complete set of construction plans with all field changes noted thereon, including inlet and discharge pipe elevations.
4. The Authority shall be provided with one (1) tracing or mylar in ink and three (3) sets of prints approved by the Engineer of the Authority.

### Use Before Final Acceptance

The Sewerage Authority may, at its discretion, allow the use of completed sewers prior to final acceptance. If the Authority grants such permission, the Owner will be responsible for the operation and maintenance of the sewer system until such time as it is formally accepted by the Authority.

## **VIII. INDUSTRIAL WASTE DISCHARGES**

In the event that any industry contemplates operation within the area served by the Eatontown Sewerage Authority, industry must seek approval from the Authority. Application shall be made directly to the Authority, in writing, for the discharge of wastes other than domestic sewage into the system. The application shall give in detail the type of waste to be discharged and the proposed methods of pre-treatment, if needed. The Applicant shall state the nature and the quantity of wastes and submit bacteriological and chemical analyses for study by the Consulting Engineer of the Authority. The Authority's Engineer will review such application and give his written opinion as to whether the information submitted with the application is adequate or not. If the wastes to be discharged cannot meet the requirements and conditions outlined in these rules and regulations, then pre-treatment of such wastes will be necessary. When such pre-treatment is necessary, the following procedures shall be adhered to:

- A Plans, specifications, and other pertinent information relating to the proposed preliminary treatment facilities shall be submitted to the Eatontown Sewerage Authority for examination by the Consulting Engineer. Such plans shall show the proposed method of treatment, the results to be obtained, the type of recording gage to be provided, if necessary, and appurtenances. Storage facilities, if necessary, shall be provided for peak flows with provision for controlled discharge to the sewer system. Where preliminary facilities are provided for any wastes or waters, they shall be maintained continuously and satisfactorily and effective operation shall be maintained by the owner at his expense.
- B The Consulting Engineer and other duly authorized employees of the Sewerage Authority, bearing proper credentials and identification, shall be permitted to enter upon all properties for the purposes of inspection, observation, and measurement, sampling, and testing in accordance with the provisions of these Rules and Regulations.
- C If, in the opinion of the Consulting Engineer, the effluent is not in accordance with the approval granted under the plans and specifications covering the pre-treatment Plant, the Eatontown Sewerage Authority reserves the right to immediately stop the discharge by the serving of a written notice stating the nature of the violation.

### **Control Manhole**

1. Any person discharging industrial wastes into the sewer system shall construct and maintain a suitable control manhole or manholes downstream from any treatment, storage or other approved works, to facilitate observation, measurement and sampling of all wastes, including domestic sewage.
2. The control manhole or manholes shall be constructed at suitable and satisfactory locations and built in a manner approved by the Authority.
3. The control manhole or manholes shall be equipped with permanent type volume-measuring devices of a type approved by the Authority. The manhole shall be installed by the person discharging the waste, at his expense, and shall be maintained by him so as to be safe, accessible, and in proper operating condition at all times.

4. Plans for the construction of the control manhole or manholes and all included devices shall be approved by the Authority prior to the beginning of construction.

#### Measurement of Flow

1. The Owner of any premises served by the sewer system of the Authority on which are operated laundries, factories, industrial and commercial plants of any kind or description, business establishments, bars and restaurants, recreation and amusement activities shall have a meter or meters installed on their systems to measure volume of water consumed on the property.
2. The volume of flow used in computing sewer charges shall be the metered consumption of the person as shown on the records of meter readings maintained by the New Jersey American Water Company.
3. Where the person discharging wastes into the sewer system of the Authority procures any part or all of his water supply from sources other than the New Jersey American Water Company, all or part of which is discharged into the sewer system, the person discharging said wastes shall install and maintain at his expense water meters of a type approved by the Authority for the purpose of determining the proper volume of flow to be used.

#### Sewage Metering

1. All persons discharging industrial wastes into the sewer system of the Authority shall have the option of applying to the Authority for permission to install and maintain accurate sewage meters approved by the Authority for the specific purpose of determining the volume of industrial waste or sanitary sewage entering the sewer system.
2. The meters for determining the volume of flow of sewage shall be installed, owned and maintained by the Property Owner. Following the installation of such meters and approval of the installation by the Authority, such meters may not be removed without the approval of the Authority.

#### Sewage Sampling

1. The industrial wastes of each person discharging the same into the sewer system shall be subject to periodic inspection and a determination of character and concentration of said wastes. These determinations shall be made quarterly or as often as may be deemed necessary by the Authority and a report of determinations submitted to the Authority. The cost for all sewage sampling will be paid for by the Applicant or industry.
2. The installation, operation, and maintenance of the sewage sampling facilities shall be by the person discharging the waste and shall be subject at all times to the approval of the Authority. Access to the sewage sampling location or locations shall be available to the Authority or its duly Authorized Representative at all times. Due care shall be exercised in the collection and preservation of all samples to insure that the sample is in as nearly its natural state as possible. This includes the refrigeration of all samples which will be analyzed by biochemical methods.



## Analysis

1. The laboratory methods used in the examination of all industrial waste shall be those set forth in the latest edition of "Standard Methods for the Examination of Water and Sewage" as published by the American Public Health Association. However, alternate methods for the analysis of industrial wastes may be used, subject to mutual agreement between the Authority and the person.

## "Standards for Acceptable Wastes"

"The Eatontown Sewerage Authority is a customer of the Two Rivers Water Reclamation Authority and is therefore subject to its Rules and Regulations. Industrial wastes being discharged into the system of the Eatontown Sewerage Authority shall meet or exceed the standards for acceptable wastes as set forth in the Rules and Regulations of the Two Rivers Water Reclamation Authority (TRWRA), adopted August 1970, including any revisions thereto. Any testing required by TRWRA to guarantee that the wastes meet their standards shall be paid for by the Applicant."

## **IX. MISCELLANEOUS DISCHARGES**

Facilities of the classification listed below which discharge to the Authority system shall require pretreatment. The pretreatment shall guarantee that the effluent will be in conformance with the Rules and Regulations of the Eatontown Sewerage Authority and Two Rivers Water Reclamation Authority, of whom Eatontown is a customer. The service agreement between Eatontown Sewerage Authority and Two Rivers Water Reclamation Authority requires that Eatontown Sewerage Authority adopt Rules and Regulations for acceptable wastes.

### **A. Car Wash**

Any facility, whether automotive or otherwise, which washes cars shall provide adequate pretreatment of the wash water before it is discharged into the Authority system. The pretreatment shall remove sand, grit, oil and grease from the discharge water.

Where sand, grit, oil and grease have the capability of entering the sanitary sewer system, a sand and oil interceptor will be provided. All sand and oil separators shall be of a type and capacity approved by the Authority in compliance with local plumbing codes. The interceptors shall be located so as to trap all sand, oil and grease and keep it from entering the sanitary sewer system. They shall be located so as to be easily accessible for cleaning and inspection by the Authority. The separator shall be sized to allow for the maximum discharge expected during peak periods. A flow control device shall precede the separator so its maximum capacity cannot be exceeded. Plans with supporting design data shall be submitted to the Authority for their approval prior to any construction taking place. The minimum size separator shall be 1,000 gallons and be a double compartment unit, unless the Authority specifically approves an alternative type and/or size unit. The separator shall be located outside the building it serves. Other locations will be considered only when there is a demonstrated hardship. The Authority will determine if a hardship exists.

### **B. Service Station, Garages, etc.**

Oil, grease and sand separators shall be installed at all garage, service stations, car dealerships, automotive, motorcycle and marine repair shops and any other location where grease, oil and sand have the capability of entering the sanitary sewer system.

Where sand, grit, oil and grease have the capability of entering the sanitary sewer system, a sand and oil separator will be provided. All sand and oil separators shall be of a type and capacity approved by the Authority in compliance with local plumbing codes. The separators shall be located so as to trap all sand, oil and grease and keep it from entering the sanitary sewer system. They shall be located so as to be easily accessible for cleaning and inspection by the Authority. The separator shall be sized to allow for the maximum discharge expected during peak periods. The minimum size separator shall be 1,000 gallons and be a double compartment unit, unless the Authority specifically approves an alternative type and/or size unit. A flow control device shall precede the separator so its maximum capacity cannot be exceeded. Plans with supporting design data shall be submitted to the Authority for their approval prior to any construction taking place. The separator shall be located outside the building it serves. Other locations will be considered only when there is a demonstrated hardship. The Authority will determine if a hardship exists.

Waste oil and waste antifreeze must be stored in containers approved by regulatory agencies having jurisdiction for such use and clearly marked with the words waste oil or waste antifreeze. The collected material must be disposed of by a registered New Jersey Department of Environmental Protection waste hauler and invoiced as per New Jersey Department of Environmental Protection Rules and Regulations governing transport and disposal of this classification of waste. Invoices shall be made available to Authority personnel for review during inspections.

Any person who handles waste oil and/or antifreeze must apply annually for a permit approving the methods of disposal of such waste oil and/or antifreeze.

### **C. Restaurants, Delicatessen, Diner, etc.**

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 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. For grease interceptors installed outside the building 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 size grease interceptor or trap shall be specific to each facility depending on the number of fixtures and type of use specific to that property. All grease interceptors shall be certified by the Plumbing and Drainage Institute. For a complete listing of certified manufacturers refer to [www.pdionline.org](http://www.pdionline.org)

At no time will the Authority waive the requirement for installation of a grease interceptor in a restaurant or commercial location where food is being prepared. Existing restaurants or food uses who propose to install grease traps on internal plumbing fixtures shall meet the criteria set forth in D.3 of this section.

### **D. Sizing the Units**

1. Sand and Oil Separators - Sand and oil separators will be sized as outlined in Chapter 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. Design data shall be submitted to the Authority for review and approval. The minimum size sand separator shall be 1,000

gallons. The surface settling rate for a sand separator is very critical. The calculations submitted must demonstrate that the sand particles have adequate time to settle in the unit proposed. Plans shall also be submitted showing the location of the unit onsite and the dimensions, material and proposed schedule for maintenance. Upon approval by the Authority, permission to connect to the sanitary sewer system will be issued.

2. 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 size grease interceptor or trap is specific to each facility and shall be based on the number of fixtures and the type of food usage specific to that property. 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.
3. Installation of grease traps (interceptors) on plumbing (to be retrofitted) within existing buildings will be reviewed on a case-by-case basis. Facilities requiring grease interceptors shall submit a commercial grease interceptor (**Application Form C**) provided it meets the following criteria:
  - a. The facility includes fixtures capable of producing grease, such as, but not limited to, multiple-bay sinks, dishwashers, hand sinks, mop sinks, floor drains, etc., on site. Other fixtures that will be assessed and are specific to that facility include, fryers, ovens, ice cream makers, creamers, syrups, popcorn machines, etc.,
  - b. The proposed grease interceptor for facilities cooking or preparing food shall be the electrically operated hydromechanical type as manufactured by Highland Tank Model AGI, or approved equal. Manufacturers' specifications must be provided for substitution. All other type of grease interceptors will be reviewed based on the number of fixtures and type of usage specific to the facility.
  - c. Calculations for flows from all contributing fixtures are provided and interceptor is sized for peak flow rates. See Table below.

CONTRIBUTING FIXTURES AND SIZING CALCULATIONS			
FIXTURES		NO. OF FIXTURES	MEASURE AND CALCULATE CAPACITY (GPM) IN ACCORDANCE WITH ESA REQUIREMENTS
a.	2-COMPARTMENT SINK		
b.	3-COMPARTMENT SINK		
c.	HAND SINK		
d.	MOP BASIN		
e.	POT SINK		
f.	SERVICE SINK		
g.	FLOOR SINK		
h.	DISHWASHER (provide cut sheet)		
i.	FLOOR DRAIN		
j.	FLOW CONTROL VALVE		
k.	VENT (UPSTREAM GI)		
l.	VENT (DOWNSTREAM GI)		
m.	SEATS		
n.	other:		
o.	other:		
p.	other:		

All other applications and hardships must submit **Application Form B** and will be reviewed for conformity or to determine if hardship exists.

### **E. Construction**

Grease traps are generally made of pre-cast concrete, and are purchased completely assembled. Very large units may be field-constructed; however, all grease interceptors must be certified by the Plumbing and Drainage Institute. For a complete listing of manufacturers with certified grease interceptors refer to [www.pdionline.org](http://www.pdionline.org)

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 separated 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.

Approved hydromechanical grease interceptors shall be installed as close as possible to fixture(s)

served and distances should not exceed twenty-five (25) feet. Where food grinder wastes discharge through a grease interceptor, a solids interceptor shall be installed upstream to prevent food particles from entering the grease interceptor.

#### **F. Maintenance**

All grease, oil and sand 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 downstream from the trap in the sanitary sewer system. Any blockages caused by the illegal use of substances by 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. All records required to be maintained hereunder shall be available for inspection by the Authority or its designee upon request. In addition, the Authority may require any person or entity regulated by the provisions of this section to periodically submit such records to the Authority.

In the event it is determined that blockage of an Authority sewer main is a result of the discharge from any grease generating establishment, all costs incurred by the Authority will be charged to the Owner and/or Tenant. Such costs can include but are not limited to, cost of clearing the blockage; damages to sewer lines; administrative, legal, and engineering costs, cleanup of pollution to surrounding soils or water; and reimbursement of any penalties imposed by regulatory agencies. In the event the premises of the grease generating establishment are leased, copies of the assessment costs shall be provided to both the Owner of the premises and the Tenant.

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.

All grease interceptor maintenance and compliance records and correspondence must be retained on-site by the permitted facility for a minimum of three (3) years. A separate maintenance log shall be maintained for each grease interceptor and posted in the immediate vicinity of each device. Grease interceptor maintenance logs shall include the following information: grease interceptor location and volume; maintenance dates; volume removed in gallons; name of company and person(s) performing maintenance; and disposal methods.

#### **G. Annual Inspection**

All garages, service stations, car dealerships, automotive, motorcycle, marine repair shops, restaurants and any establishment with food preparation facilities where grease, oil or sand have the capacity of entering the sanitary sewer system shall be required to pay an annual administrative and inspection fee in accordance with the current Rate Schedule outlined in Appendix A. The Sewerage Authority shall make an initial inspection when the facilities are constructed and will

make periodic inspections thereafter. Access to the grease interceptor, maintenance log and certificate is required during Authority's inspections.

#### **H. Compliance**

If a facility is a constant problem for the Authority, and the Owner is not cooperating with the Authority in finding a solution to the grease problem, and making the necessary modifications to their facilities, a penalty will be assessed in accordance with the fee schedule. If the Authority is required to make repeated inspections, the Authority will charge a fee in accordance with the current Rate Schedule as described in Appendix A for each inspection above the initial inspection and follow-up inspection until the problem is resolved. Invoices showing that the facilities are being properly maintained shall be made available to the Authority for review during inspections.

## **X. RATES AND SERVICE CHARGES**

**The rates for sewer service shall be those currently in force and adopted by the Authority. Generally, service charges of the Authority shall commence when the Physical Connection from the sewer main to the building has been made and the sewer lateral approved by the Superintendent of the Authority and the building lateral connection approved by the Building Department, rendering the sewer facilities within the building, for which service is requested, capable of being used. The Authority Superintendent shall notify the Authority office in writing of the date that the Physical Connection from the main to the building is made and approved.**

**When the Sewerage Authority extends sewers to a new area, it must by Local Ordinance give written notice to all those to be served by the extension. The service charges to these customers shall commence within thirty (30) days of the date of notice to commence, or to any extension of the thirty (30) days granted by the Authority, whether the Physical Connection has been made or not.**

**In new developments, where sewers are installed by the Developer, service charges will commence when the Authority Superintendent, and/or Building Department, has given written notice to the Authority office that the Physical Connection from the sewer main to the building has been made and approved, and the sewer facilities within the building are capable of being used.**

**In developments where expansions are proposed, no TCO or CO shall be granted until the Authority Superintendent and/or Building Department has addressed all requirements of the Authority.**

### **A. Payments**

The charges for service shall be payable quarterly in advance. With respect to properties which shall be connected after the first month of a quarterly period, the charges shall be pro-rated for remaining portion of the quarterly period. Bills are payable at the office of the Authority either in person or by mail.

In the event of non-payment of the service charges for a period of 30 days after same is due, the Authority may cause the sewer connection of such premises to be disconnected and such premises may not use the facilities of the system until full payment has been made of all arrears and the charge for renewing service has been paid.

If objections are not made personally, or in writing, to the Authority within 10 days after receipt of bill, such bill shall be deemed to be correct and binding upon the consumer.

Bills and notices of the Authority shall be mailed or delivered to the Applicant's last address as shown on the books of the Authority and the Authority shall not be otherwise responsible for delivery.

All improved properties that have sanitary sewer facilities passing in front of or adjoining any one side of the property shall be liable for the service charges for the use of the sewer. Such charges shall be in accordance with the schedule of sewer charges adopted by the Authority and shall be levied whether the sewer facilities provided by the Authority are used or not.



1. Unpaid Bills:

The Owner of any house, tenement, building or lot shall be liable for the payment of the charges fixed for use of the sewer by the Owner or occupant of such premises and such charges shall be a lien upon such house, tenement, lot or premise until the same shall be paid and satisfied; in addition, should such sewer charges remain unpaid for 30 days after bills for the same have been rendered, the sewer may be shut off from said premises and shall not again be supplied until such arrears with interest at the rate of 1.5% per month shall be fully paid. The Authority shall also take the proceedings authorized by law for the enforcement of said sewer charge as a lien upon said house, tenement and lot or other premises, by a sale of said premises in the manner provided by law; and in addition to the remedies above provided, the Authority may take such other remedies for the collection of sewer charges as are authorized by law.

2. Complaints:

Complaints regarding the character of the service provided or the operation or reading of the meters or of the bills rendered or conduct of the employees of the Authority must be made at the office of the Authority, either verbally or in writing, and a record of such complaint will be kept by the Authority, giving the name and address of the complainant, the date, the nature of the complaint, and the remedy.

**B. General**

Employees of the Authority shall at all reasonable hours have free access to all parts of the premises to which sewer service is provided for the purpose of inspection, examination of fixtures and for any other lawful purpose. No person shall resist or refuse such free access to the employees of the Authority.

No agent or employee of the Authority shall have the authority to bind the Authority by any promise, agreement or representation not provided for in these Rules and Regulations.

**OWNERSHIP AND MAINTENANCE:**

Operation and Maintenance - The Sewerage Authority will operate and maintain all sewer laterals. The Owner of the property being serviced shall be responsible for the maintenance of the building sewer and cleanout and shall make all repairs to them when notified by the Authority. The Authority shall be provided with access to the cleanout for maintenance of the sewer lateral.

**DISCONTINUANCE OF SERVICE:** Service under an application may be discontinued for any of the following reasons:

1. Use of sewer for purposes and disposal of liquids other than those stated on the application.
2. Failure to maintain in good order, connections, sewer laterals, or fixtures owned by the Applicant.

3. Neglecting to make or renew advance payments or for non-payment of sewer charges or any other charges occurring under the application.
4. Fraudulent representation on the part of the consumer or Owner of the premises.
5. Introduction of any harmful or forbidden substance into the sewer system.
6. Persistent violation of the Rules and Regulations of the Authority.

The Authority shall give seven (7) days notice of discontinuance of service for the above reasons, unless the health, safety or welfare of the community is involved, in which case the Authority may take immediate steps to protect said interest. In the event of disconnection, a fee for disconnection shall be paid. A fee for reconnection shall be paid prior to connection.

**Service Restoration Charge:** When service has been discontinued from any premises because of violation of the Authority's Rules and Regulations or for non-payment of a bill, the charge for renewal of service, which is indicated in the Rate Schedule of the Authority shall be imposed together with any and all additional charges that the Authority may impose.

### **C. Enforcement Procedures**

#### **1. Notification**

Whenever the Authority finds that any person has violated or is violating these Rules and Regulations, the Authority may serve upon such person a written notice stating the nature of the violation, and providing a reasonable time, not to exceed thirty (30) days, for satisfactory correction thereof. If a customer is delinquent in the paying of his bills, then notification and hearing provisions contained herein will apply.

#### **2. Show Cause Hearing**

- A. If any person has not corrected the violation(s) specified in the notice, or is delinquent in paying his bills, he will be required to show cause before the Authority why service should not be terminated. A written notice shall be served on the offending party specifying the time and place of a hearing to be held by the Authority regarding the violation, and directing the offending party to show cause before the Authority why an order should not be made directing the termination of service. The notice of the hearing shall be served personally or by registered or certified mail (return receipt requested) at least ten (10) days before the hearing. Service may be made on any agent or office of a corporation.
- B. The Authority itself will conduct the hearing and take the evidence.
- C. At any public hearing, testimony taken before the hearing authority must be under oath and recorded stenographically. The transcript, so recorded, will be made available to any member of the public or any part to the hearing upon payment of the usual charges therefore.
- D. After the Authority has reviewed the evidence, it may issue an order to the party responsible directing that following a specified time period, the sewer service be

discontinued unless the bill has been paid, or the violation specified has been corrected to the satisfaction of the Authority.

3. Legal Action

Any discharge in violation of the substantive provisions of the Rules and Regulations or an Order of the Authority shall be considered a public nuisance. If any person discharges sewerage, industrial wastes or other wastes into the sewer in violation of these Rules and Regulations or any Order of the Authority, the Authority Solicitor shall commence an action for appropriate legal and/or equitable relief in an appropriate Court of this County. In the event such action is commenced by the Authority Solicitor, the prayer for relief shall include a claim for all costs of such action including reasonable Attorneys' fees. In the event the Authority prevails in such legal action, such costs, including reasonable Attorneys' fees, shall be paid by the person against whom the proceeding has been commenced.

4. Amendments to Rules and Regulations

The Authority reserves the right to change or amend, from time to time, these Rules and Regulations, and the rates for sewer service.

**D. Sanitary Sewer Connection Fee Adjustments**

1. ESA shall provide a credit applicable toward a connection or tapping fee to be charged for a reconnection of a disconnected property that was previously connected to the sewerage system, provided that:

A. The property has been connected to the sewerage system for at least 20 years; and

B. Service charges have been paid for the property in at least one of the last five years.

C. The credit required under subsection 1. of this section shall be calculated as follows:

i. If the reconnection does not require any new physical connection or does not increase the nature or size of the service or the number of services units, or does not expand the use of the sewerage system, the credit shall be equal in amount to the new connection or tapping fee.

ii. If the reconnection requires a new physical connection, increases the nature or size of the service or the number of service units, or expands the use of the sewerage system, the credit shall be equal in amount to any connection or tapping fee previously paid for the property, and the sewerage authority shall charge the difference between the credit and the connection or tapping fee for the new use or class. The applicant shall supply the ESA documentation on prior uses and payments when seeking such credit.

iii. If no connection or tapping fee was ever paid for the property, but all service charges due and owing on the property have been paid for at least 20 years, the credit shall be equal in amount to the new connection or tapping fee; provided, however, that any charges due and owing pursuant to paragraph i. of this subsection shall be paid.

- iv. If no connection or tapping fee was ever paid for a disconnected property that is to be reconnected and which was previously connected to the sewerage system for at least 20 years, the sewerage authority shall charge, in addition to any amount due and owing after application of a credit pursuant to this section, a connection or tapping fee equal to the lesser of:
  - a. 20 percent of the service charges that would have been paid based upon the usage for the last full year that the property was connected to the sewerage system for the period from the date of the disconnection from the sewerage system to the date of the new connection; or
  - b. New Connection Fee:
    - 1. A credit shall not be allowed under this section for a property that has been disconnected from the sewerage system for more than five years.

The applicant shall provide all documentation on prior connections and uses to the ESA for review.

## 2. Properties Connected to the Sewerage System within the past 20 years

- A. For a property connected to the sewerage system for less than 20 years, the ESA shall charge an additional connection or tapping fee for an addition, alteration, or change in use that materially increases the level of use and imposes a greater demand on the sewerage system, but does not involve a new physical connection of the property to the sewerage system.
  - i. The connection or tapping fee authorized by subsection a. of this section shall be equal to the amount by which the increased use and demand on the sewerage system exceeds the use and demand that existed prior to such addition, alteration, or change in use.
  - ii. Nothing in this section shall be construed to preclude a local unit operating a county or municipal sewerage facility from charging a new or additional connection or tapping fee for any new or additional connection of a property to the sewerage system, or for any increase in the size of an existing connection or for any new construction of additional service units connected to the sewerage system that materially increases the level of use or demand on the sewerage system.

## 3. Adjustment for Affordable Housing

- A. The Authority has established within its rates a 50% reduction in the connection fee or tapping fee assessed pursuant to N.J.S.40A:26A-11 for new connections to the sewerage system which is to be charged to public housing authorities, non-profit organizations building affordable housing projects, and any other affordable housing, including affordable housing units in inclusionary projects.

- B. For units previously connected to the local unit's system that were demolished or refurbished to allow for new affordable housing units and for which a connection or tapping fee was previously paid, a local unit operating a county or municipal sewerage facility shall establish within its rates or schedules a credit against the connection fee or tapping fee to be assessed for connection with the sewerage system to public housing authorities, non-profit organizations building affordable projects, and to any other affordable housing, including affordable housing units in inclusionary projects. The credit shall be the connection fee or tapping fee previously assessed and paid, for connection with the sewerage system for units previously connected to the local unit's system.
- C. The connection fee or tapping fee assessable against a public housing authority, non-profit organization, or other affordable housing owner, for units previously connected to the local unit's system that were demolished or refurbished to allow for new affordable housing units, including affordable housing units in inclusionary projects, shall be the lesser of the reduced rate provided for in subsection a. of this section, or the current non-reduced rate applicable to other types of housing developments minus the credit provided under subsection b. of this section for units for which a connection fee or tapping fee was previously paid, provided that such public housing authority, non-profit organization, or other affordable housing owner can establish the connection fee or tapping fee was previously assessed and paid for connection with the system. If such previous assessment and payment cannot be established, the reduced rate provided for in subsection A. of this section shall be assessed.

#### 4. Burden of Proof

- A. To confirm whether a reconnection increases the nature or size of the service or the number of service units, or expands the use of the sewerage system, the proposed property shall provide one of the following for ESA to compare to the existing property to the proposed property's usage:
  - i. The original approval for the existing property and confirmation connection fees were paid.
  - ii. Document of existing uses and demand.
  - iii. Documentation on proposed uses and demand.

#### **E. Charges Not Paid and Disconnections**

1. If any sewer rental charge payment herein shall remain unpaid in whole or in part for a period of six (6) consecutive months, the ESA shall have the right to enter upon the property and disconnect the property sewer system from the ESA sewer system in such a manner as shall be appropriate under the circumstances. The rate payer shall be responsible for all costs involved in the disconnecting and reconnecting of the sewer system, which shall be paid to the ESA prior to reconnection.
2. The ESA shall provide a credit applicable toward a connection or tapping fee to be charged for a reconnection of a disconnected property that was previously connected to the sewerage system, provided that:

- A. the property has been connected to the sewerage system for at least 20 years; and
- B. service charges have been paid for the property in at least one of the last five years.
- C. The credit required under subsection 2 of this section shall be calculated as follows:
  - i. If the reconnection does not require any new physical connection or does not increase the nature or size of the service or the number of services units, or does not expand the use of the water supply system, the credit shall be equal in amount to the new connection or tapping fee.
  - ii. If the reconnection requires a new physical connection, increases the nature or size of the service or the number of service units, or expands the use of the water supply system, the credit shall be equal in amount to any connection or tapping fee previously paid for the property, and the local unit shall charge the difference between the credit and the connection or tapping fee for the new use or class.
  - iii. If no connection or tapping fee was ever paid for the property, but all service charges due and owing on the property have been paid for at least 20 years, the credit shall be equal in amount to the new connection or tapping fee; provided, however, that any charges due and owing pursuant to paragraph (2) of this subsection shall be paid.
- D. If no connection or tapping fee was ever paid for a disconnected property that is to be reconnected and which was previously connected to the water supply system for at least 20 years, the local unit shall charge, in addition to any amount due and owing after application of a credit pursuant to this section, a connection or tapping fee equal to the lesser of:
  - i. 20 percent of the service charges that would have been paid based upon the usage for the last full year that the property was connected to the water supply system for the period from the date of the disconnection from the water supply system to the date of the new connection; or
  - ii. New Connection Fee:
    - a. A credit shall not be allowed under this section for a property that has been disconnected from the water supply system for more than five years.

## **XI. Private Sewer Facilities**

All private sewer facilities including the laterals, connections to pipe, gravity sewers, force mains, pump stations, shall conform to requirements of Eatontown Sewerage Authority as set forth herein.

Property owners shall be responsible for the maintenance, including repairs and operation of the privately owned facilities. Property owners shall be responsible for preventing ground or stormwater intrusion into private sewer facilities. If excessive I/I is determined to be entering the public sewerage system from private facilities, the Owners(s) shall be responsible for making necessary repairs to reduce the I/I to acceptable levels in accordance with Authority guidelines and State and Federal guidelines. The Authority shall have the right to enter onto private property to investigate and inspect the sanitary sewer collection system pursuant to N.J.S.A.40:14A-7A(8). The Authority shall notify the Owner of any required repairs. If the Owner does not make the repairs within a reasonable time the Authority shall be entitled to obtain injunctive relief pursuant to N.J.S.A.40:14A-28B and N.J.S.A.40:14A-28C.

If it is determined to be in the best interest of the Authority customers as a whole, the Authority may agree to accept ownership of the facilities at no cost to the Authority. If the Authority agrees to accept ownership of the sewerage facilities, the owner shall provide adequate access including easement if required as necessary to monitor the facilities.

**INDUSTRIAL WASTE REGULATION  
EATONTOWN SEWERAGE AUTHORITY**

**SECTION 1 – Water Quality**

Before any waste may be permitted to enter the sewer or laterals tributary thereto, it shall meet the following conditions and requirements, and in addition, the approval of the Eatontown Sewerage Authority must have been first obtained:

1. No mineral acidity, pH not less than 6.5
2. No caustic alkalinity, pH not greater than 8
3. Must not contain any explosive substance
4. Must not contain any flammable substance
5. Temperature must not exceed 105°F
6. No grease or oil that will solidify or become viscous at temperatures between 32° F and 150° F
7. Insoluble substances shall not exceed a daily average of 225 ppm
8. Total solids (soluble and insoluble) shall not exceed a daily average of 225 ppm
9. No gases or vapors either free or occluded in concentration toxic or dangerous to humans, animals or aquatic life in streams
10. Chlorine demand shall not exceed an average of 20 ppm
11. 5-Day Biochemical oxygen demand (B.O.D.) shall not exceed an average of 250 ppm
12. Must not contain wastewater with dissolved oxygen concentration below 0.5 ppm
13. Must not contain any toxic or irritating substances, which will create conditions hazardous to public health and safety
14. Must not contain any grease or oily substances exceeding a daily average of 25 ppm
15. Must not contain any poisons in sufficient quantities to endanger man or interfere with biological processes
16. Must not contain any substances, which the Eatontown Sewerage Authority now or hereafter finds to be harmful
17. No person or user shall discharge wastewater with characteristics in excess of the concentrations set forth in the table below:



<u>Parameter</u>	<u>Maximum Instantaneous Concentration Grab Sample (mg/L)</u>
Arsenic	0.1
Barium	4.0
Boron	0.05
Cadmium	1.2
Chromium	7.0
Cobalt	1.0
Copper	4.5
Cyanides	1.9
Fluorides	5.0
Lead	0.6
Manganese	1.0
Mercury	0.1
Nickel	4.1
Nitrogen	40.0
Phosphorous	15.0
Selenium	1.0
Silver	0.2
Sulfates	0.4
Sulfides	0.07
Sulfite	0.4
Zinc	4.2

**SECTION 2 – Prohibited Discharges**

Under no circumstances shall any of the following be discharged into any sewer or lateral.

1. Gasoline, naphtha, petroleum products or any substance, which may create an explosion hazard in the system.
2. Oils, fats, or grease except as may result from household use. The Owners of any installation, except private dwellings, from which oils, fat, or grease are liable to be discharged into the sanitary sewers, shall at their own expense, install and properly maintain a grease trap of a type approved by the Consulting Engineer for the Eatontown Sewerage Authority.
3. Storm water, surface water, ground water, roof run-off, sub-surface, cooling water, or unpolluted industrial process waters, to any sanitary sewer.
4. Rubbish, ashes, cinders or garbage except such kitchen wastes as shall have been ground or chopped by mechanical devices or appliances.
5. Brewery or distillery waste in any form. And, in addition, any waste or substance which shall cause, or result in:

6. Chemical reaction, either directly or indirectly, with the materials of construction to impair the strength or durability of any sewer structure.
7. Mechanical action that will destroy or damage the sewer system structure.
8. Restriction of hydraulic capacity of sewer structures.
9. Restriction of normal inspection or maintenance of sewer structure.
10. Placing of unusual demands on the sewage treatment equipment or process.
11. Limitation of effectiveness of the sewage treatment process.
12. Danger to public health and safety.
13. Obnoxious conditions inimical to the public interest.

**SECTION 3 – Permit Requirements**

In the event that any industry contemplates operation within the area served by the Eatontown Sewerage Authority, industry must seek approval from the Sewerage Authority. They shall state the nature and the quantity of wastes and submit bacteriological and chemical analyses. All Applicants proposing to discharge any industrial waste into the sewer system must apply for an Industrial Waste Discharge Permit, which is issued by Two River Water Reclamation Authority. All industrial dischargers must follow the following procedures:

1. Where pretreatment is necessary, plans, specifications, and other pertinent information relating to the proposed preliminary treatment facilities shall be submitted to the Eatontown Sewerage Authority for examination by the Consulting Engineer representing the Authority. Such plans shall show the proposed method of treatment, the results to be obtained, the type of recording gage to be provided, the type of weir and appurtenances, information as to whether the recording will be done by ink or pencil, and the period of time each chart will record the flow. Storage facilities shall be provided for peak flows with provision for controlled discharge to the sewer system. Where preliminary facilities are provided for any wastes or waters, they shall be maintained continuously and satisfactorily and effective operation shall be maintained by the owner at his expense.
2. The Owner of any property or any industry served by a building sewer carrying industrial waste, shall install a suitable control manhole in the building sewer to facilitate observation, sampling and measuring of the waste; such manhole when required shall be accessible and safely located, and shall be constructed in accordance with plans approved by the Consulting Engineer. The manhole shall be installed by the Owner at his expense, and shall be maintained by him so as to be safe and accessible at all times. All measurements, tests, and analyses of the characteristics of waters and waste, to which reference is made in this Ordinance shall be determined in accordance with "Standard Methods for the Examination of Water and Sewage" and shall be determined at the control manhole provided, or upon suitable samples taken at said manhole.

3. The Consulting Engineer and other duly Authorized Employees of the Sewerage Authority, bearing proper credentials and identification shall be permitted to enter upon all properties, for the purposes of inspection, observation, and measurement, sampling and testing in accordance with the provisions of the Rules and Regulations.
4. If, in the opinion of the Consulting Engineer, the effluent is not in accordance with the approval granted under the plans and specifications covering the pre-treatment Plant, the Eatontown Sewerage Authority reserves the right to immediately stop the discharge by the serving of a written notice stating the nature of the violation.
5. In the event of any violation of these regulations or of any improper unauthorized use of any portion of the sewer system, then the Owner and/or Tenant shall in the discretion of the Executive Director be penalized for each violation or improper unauthorized use. Each day in which a violation or improper use occurs, shall be deemed a separate offense and penalties will be assessed.  
For purposes of these Regulations, two (2) test readings showing more than 100 parts per million by weight of fats, oils or grease within a calendar month shall be deemed to be presumptive evidence of a violation occurring in each day of that calendar month. In all events the Owner of the premises shall bear ultimate responsibility for any such penalties.
6. In the event the Authority determines through testing that there has been a violation of these regulations, the Authority shall provide notice to the owner of the premises and to the Tenant (if different from Owner of premises) of the details of the test results.
7. If a facility is a constant problem for the Authority, and the Owner is not cooperating with the Authority in finding a solution to the grease problem, and making the necessary modifications to their facilities, a penalty will be assessed determined upon the following:

The following are cause for penalties:

- No maintenance log on premises
- Grease Interceptor is not accessible or blocked
- Failure and need for a re-inspection
- Loss of Approval Certificate and need for duplicate copy

A Grease Interceptor Certificate will be issued for each facility. The Authority will provide instructions on where to post the Certificate. Approved Certificate is a one-time issuance. A fee will be charged for each duplicate copy requested. Refer to Appendix A for the fee schedule.

8. All penalties are due and payable within thirty (30) days from the date that the owner is notified in writing of the violations charged and the penalty to be imposed. In the event that any person aggrieved by the imposition of such penalty wishes to contest the violation or the penalty imposed, the person so aggrieved must file with the Authority a written notice that the violation or the penalty is being contested within thirty (30) days from the date of the notice of the penalty. The Authority shall thereafter schedule a hearing at which time the Executive Director or his/her designee, as well as the person contesting the violation or penalty or his/her attorney, may present evidence regarding the matter in dispute. If after the hearing, the Authority determines there is a penalty due and payable, it shall be paid within thirty (30)

days after the aggrieved party receives written notice of the decision of the Authority. In the event the penalty is not paid as required under these rules, then the Authority in its discretion may take all actions available to it for the non-payment of sewer charges as provided in N.J.S.A. 40:14B-1 etseq. For purposes of these regulations, the Owner shall be responsible for the actions of any tenant using the sewer system.

9. The penalties imposed in this section shall be cumulative to the penalties described in other sections of these Rules and Regulations and to other remedies afforded to the Authority by Statute.
10. The cost of sampling and analyses shall be borne by the grease generating establishment. The Owner of the premises is ultimately responsible for any cost charged to a Tenant.

**SERVICE UNIT SCHEDULE**

The following Schedule of Equivalent Service Units has been established pursuant to Public Law 1968 of the State of New Jersey Chapter 317, Section 2. Commencing immediately upon approval of these Rules and Regulations, every Property Owner applying to the Eatontown Sewerage Authority for sewer service will pay application and connection fees in accordance with the following schedule. The total fee shall be the number of equivalent service units multiplied by the fee for one equivalent service unit. Refer to Appendix A for the fees schedule.

<b><u>TYPE OF SERVICE</u></b>	<b><u>NO. OF EQUIVALENT SERVICE UNITS</u></b>
a. Single family private dwelling, no rented room or apartment	1
b. Multi-family homes, townhomes, condominiums and apartments, each dwelling unit	1
c. Boarding houses and private dwellings with rented rooms, basic unit, plus each rental room	1+.25/room
d. Hotels and motels with basic unit, plus each rental room	1+.25/room
Hotels and motels with facilities for dining, conferences, meetings, swimming pools or any facility other than rental rooms shall be charged under Category "i".	
e. Trailer, for each trailer	1
f. Houses of Worship	1
Houses of Worship with facilities for dining, conferences, catering receptions, or similar type facility other than a place of worship shall be charged for additional uses under Category "i". Nursery or other schools shall be charged on additional equivalent Service unit per ten (10) students.	
g. Schools, for each ten students or other personnel	1
h. Self - service laundry, including all coin operated laundry machines for each machine	1

**COMMERCIAL AND INDUSTRIAL ESTABLISHMENTS**

- i. Restaurants, diners, taverns, bars, nursing homes, bowling alleys, theaters, shopping centers, supermarkets, business establishments, industrial or manufacturing plants, commercial establishments, offices, service stations and garages, car washes and other establishments not herein specifically mentioned, shall be charged on quantity of all waste having characteristics of those of domestic sewerage.

For all commercial and industrial establishments described in this category, a unit is defined as discharging 80,000 gallons per year. Discharge volumes are estimated to be equal to metered water usage. Each separate establishment shall in the minimum equal one (1) equivalent service unit. The estimated annual sewage flow shall be based on 365 days times the average daily flow calculated per N.J.A.C. 7:14a-23.3 for all establishments included under Subsection “i”, above.

- j. For multi-use residential and commercial properties, the number of equivalent units shall be equal to:

One equivalent service unit for each residential dwelling unit. 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 “i”, above. If both residential and commercial uses are on one meter, the minimum number of equivalent service units shall be equal to the number of separate establishments and/or dwellings.

The estimated flow shall be utilized to calculate application fees and connection fees.

The estimated flow shall be utilized to calculate user fees until at least three months of actual water use records are established.