

## Appendix A

### Nazareth Borough Municipal Authority Rules to Connect to Sewer System

#### A. INITIAL PROCEDURE

1. An Owner applies directly to Authority for a permit to connect an existing improved property or is required to obtain a permit for connection in order to comply with the Zoning, Subdivision and Building Ordinances of the Borough or Township, or is directed to apply by the Authority.
2. Owner applies to Authority at the Business Office and obtains an application for permit; (Exhibit A-1) completes the same and returns.

#### B. APPLICATIONS FOR THREE UNITS OR LESS

1. If the application is for three (3) units or fewer, an Authority representative will inspect the premises.
2. After review of the application and inspection, the Authority will issue a permit for connection to the Owner provided the Owner shall pay all tapping fees as required. If it is determined that special circumstances exist, then the application will be treated as a development application.
3. No applicant shall have any guarantee of reserve capacity until he receives an approved permit.
4. Issuance of the permit shall reserve capacity as indicated in the permit, subject to connection to Authority's system within one hundred eighty (180) days from the date of permit issuance or forty-five (45) days if a mandatory connection.
5. Billing for sewer service shall commence as of the date of connection to Authority's system.

6. Failure to connect within one hundred eighty (180) days shall result in revocation of the permit.

C. DEVELOPMENT APPLICATION

1. If the application is for a commercial, industrial, or more than a three (3) unit residential development, or if any substantial engineering problems exist, the applicant will pay a Feasibility Plan Review Deposit ("Deposit") and the application will be forwarded to the Engineer for review.

2. The Developer/Applicant shall pay to the Authority a Feasibility Plan Review Deposit ("Deposit") in a sum determined by the Board for each review and execute a Feasibility Plan Review Agreement as provided in Exhibit A-2 of these Rules and Regulations.

3. The deposit shall be used by Authority to defray its engineering and legal expenses in processing the application, and any unused portion of the deposit shall be refunded to applicant. Any additional expenses beyond the deposit, are the liability of the Developer/Applicant, and shall be promptly paid to the Authority upon receipt of notice of the amount due.

4. For all commercial, industrial and more than three (3) residential dwelling units projects, the Owner must submit six (6) sets of sewer plans and profile drawings to the Authority Engineer at least ten (10) days prior to the Authority meeting when the application will be reviewed.

5. The plans must show, as a minimum, the following:

- a. the number of units proposed to be served;
- b. all laterals;
- c. the sewage plan and profile;

- d. the type(s) and diameter of sewer pipe(s) to be used;
- e. the type and capacity of sewer pumps, if any;
- f. point of connection to Authority's system;
- g. a sketch plan and key maps of the area to be served; and
- h. for industrial discharges the information set forth in Section 9.01, shall also be provided.

6. The Developer/Applicant shall supply such additional information as may be required by the Authority and the Developer/Applicant shall pay all reasonable charges for the work of the Authority Engineer and Authority Solicitor relative to the application.

7. Following completion of the Feasibility Plan Review by Engineer, the application shall be submitted to the Board of the Authority for approval. If the Board approves the application, the Developer shall pay on account a sum equal to ten (10%) percent of the tapping fees required for the development or ten (10) times the tapping fee, whichever is lower, and execute a Sanitary Sewer Improvements Agreement in the form provided in Appendix B of these Rules and Regulations.

8. Prior to construction of each building sewer, the Developer shall apply for a permit for each connection. The Developer shall pay the tapping fee and customer facilities for each unit as a condition of issuance. The final units to be connected shall be charged to the prepaid fees required in Paragraph C.7 above plus payment of the individual inspection fee.

9. No Developer/Applicant shall have any guarantee of reserve capacity until he receives a permit. Issuance of

the permit shall reserve capacity as indicated in the permit, subject to connection to the Authority's system within one hundred eighty (180) days from the date of the permit issuance or such time as Developer/Applicant shall be given to complete improvement in accordance with an acceptable subdivision or development plan approved by Borough or Township.

10. Billing for sewer service shall commence as of the date of connection to Authority's system or within twenty-four (24) months of approval of Developer's application.

D. TECHNICAL INSTRUCTIONS TO BE FOLLOWED WHEN CONNECTING IMPROVED PROPERTY TO AUTHORITY LINES

1. Follow procedures and specifications as set forth in Article 12 of the Rules and Regulations.

2. Notify Authority office at least twenty-four (24) hours before commencing work to connect to allow inspection.

3. If PVC pipe is being used, a four (4) inch bedding of screenings shall be used as set forth in Section 4.07.

4. Every Building Sewer and sewer main addition or extension shall be either tested with a low pressure air test or water test. If water testing is used, the Sewer shall be completely filled with not less than a ten (10') foot head of water. Water shall be kept in the Building Sewer for fifteen (15) minutes before inspection starts. If any leakage is observed, the installation shall not be approved (Section 4.19). If an air test is utilized, slowly introduce air pressure to approximately 4.0 psig. The test shall be conducted for one (1) minute and the pressure recorded. If the air pressure drops more than 1.0 psig., the Building Sewer installation shall not be approved. If the Building Sewer test is acceptable, a "Sewer Lateral Inspection Certificate" (Exhibit A-3) shall be issued.

5. All housing developments' Sanitary Sewer Improvements shall be inspected by the Authority, the cost of inspection to be paid by the Owner. No Building Sewer or connection shall be covered until it has been inspected (Section 4.18).