

**THE BOROUGH OF CONSHOHOCKEN AUTHORITY**

601 East Elm Street, Conshohocken, PA 19428-1914

Phone: (610)828-0979 Fax: (610)828-7720

**FORM A-2: APPLICATION FOR PLAN REVIEW AND APPROVAL**

**PURPOSE OF APPLICATION:**

To request connection to the Authority system and to verify that the systems will be constructed in compliance with the Borough of Conshohocken Authority ("Authority") Rules, Regulations and practices.

**PLEASE PROVIDE THE FOLLOWING INFORMATION:**

1. Number of equivalent domestic units ("EDUs") required for this project:

\_\_\_\_\_

2. Type of Project:

Small Residential – A project involving residential construction, with less than 8 EDUs, and not requiring any dedication of facilities.

Large Residential – A project involving residential construction, with 8 or more EDUs and/or requiring dedication of facilities.

Non-residential – Any project involving non-residential construction.

3. Applicant Information:

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

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

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

4. Developer Information:

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

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

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

5. Project Information:

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

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

6. If Small Residential - Service Location:

Tax Map: Block: \_\_\_\_\_ Lot: \_\_\_\_\_

Type:  Single Family Unattached

Duplex

Townhouse

Other: \_\_\_\_\_

Registered Plumber Installing Lateral:

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

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

7. Outside Approvals:

County Planning Commission

Status of Approval: \_\_\_\_\_

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

Borough Planning Commission

Status of Approval: \_\_\_\_\_

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

Pennsylvania Department of Environmental Protection (PADEP), if applicable

Permit Type: \_\_\_\_\_

Approval Date: \_\_\_\_\_

Pennsylvania Department of Transportation (PENNDOT), for state highway modification

Approval Date: \_\_\_\_\_

8. Estimated construction time required to finish project once authorization to construct is obtained:

\_\_\_\_\_

9. For applicants discharging non-domestic wastes: Name and address of individuals responsible to complete municipal industrial pretreatment questionnaire (to be forwarded by the Authority):

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

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

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

**FEES AND DEPOSITS:**

1. Non-refundable Application Fee:

Type and Size of Project	Application Fee
Small Residential Project – less than 3 EDUs	\$50.00
Small Residential Project – 3 to 7 EDUs	\$100.00
Large Residential Project – 8 or more EDUs	\$200.00
Non-residential Project – less than 5 EDUs	\$100.00
Non-residential Project – 5 or more EDUs	\$200.00

2. Deposit for Professional Services Escrow:

Type and Size of Project	Deposit Amount
Small Residential Project	\$3,000.00, plus \$100.00 per EDU
Large Residential Project	\$10,000.00
Any Non-residential Project	\$10,000.00

NOTE:

- W-9 Form is required when submitting check for escrow.
- Deposits for professional services will be placed in escrow by the Authority.
- In the event that the costs of professional services exceed the amount deposited, Applicant shall pay additional cost prior to final approval by the Authority.
- For Large Residential or Non-residential projects, if the balance falls below \$2,000.00, Applicant shall be required to replenish the escrow account in an amount to be determined at the sole discretion of the Authority.

3. Tapping Fee:

Tapping fee owed is the fee in existence at the time of the Authority's receipt of an administratively acceptable permit application.  
As of August 2016, the Authority's tapping fee is \$5,600.00 per EDU.

**SUPPORTING DATA REQUIRED:**

- Small Residential Projects: Two sets of plans showing the proposed line from the dwelling to the Authority's sewer main.  
Plans must include both a plan showing the proposed connection point in relation to the lot and elevation section showing lateral profile. **Any drawings not containing a profile will not be reviewed.**
- Large Residential Projects & Non-residential Projects: Three (3) copies of the following: plans and specifications encompassing the data required by the Authority's Rules and Regulations, itemized sewer facilities cost estimate, Engineer's report as outlined in Section 6 of the Authority's Rules and Regulations.  
Additional copies will be requested during the review process. Plans and specifications must bear the seal and signature of a Professional Engineer registered in the Commonwealth of Pennsylvania.
- Vendor catalog information on saddle. All saddle connections shall conform to design specifications attached hereto.
- Authority Video Taping of Sewer Main System  
The Authority will perform a video inspection of the sewer main section that is being connected to both prior to design approval and subsequent to the sewer main connection being installed. The cost for this work shall be paid by the Applicant from the escrow fees at rates established by the Authority. Applicant shall allocate sufficient lead time for this work to be performed.  
**The BCA requires a minimum of 72 hours advance notice of any required inspection, including but not limited to, construction or sewer main video work.**
- PADEP planning module exemption form completely filled out to the Authority.  
Upon payment of the tapping fee and capacity assurance being provided, the Authority shall provide an endorsement letter to the Borough requesting the appropriate Borough representative endorse the exemption application. The endorsement is considered at the Borough's council meeting. The applicant is responsible to submit the Borough-endorsed exemption to PADEP.  
**The project is not approved for construction until planning module exemption approval is obtained from the PADEP and the BCA provides construction drawing design approval.**

- Performance security provided to the Authority in an amount designated by the Authority for possible damage to the Authority's sewer main during construction.
  
- An Authority representative shall be present at the time that the Authority's system is being connected into (Monday – Friday only) and arrangements must be made prior to such connection by the Applicant to have personnel present.
  
- Following construction: as-built plans, submitted as PDF file.

**Upon approval of this application, the Applicant shall submit seven (7) sets of plans and specifications. Two (2) of these plans/specifications shall be returned to the Applicant with an approval stamp. Once received, the approval of this application will be valid for a period of two (2) years. If sewer facility installation has not commenced within this two (2) year time period, the Applicant will be required to re-submit an updated application with all required information and supporting data or forms, fees and deposits, and any other requirements as indicated on the then-current application form or by Authority staff.**

**SIGNATURE:**

By affixing my signature hereto, I certify that I am authorized to make the representations contained herein

Date \_\_\_\_\_

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

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**BCA USE ONLY - Do not write below these lines**

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Date Application Received: \_\_\_\_\_

Date of Payment(s): \_\_\_\_\_

Amount of Payment(s):

BCA Field Crew Verified Accessibility of Sewer Main for Lateral Connection:

Date: \_\_\_\_\_ Field Crew Member Name: \_\_\_\_\_

BCA Signature: \_\_\_\_\_