

MAIDENCREEK TOWNSHIP AUTHORITY

Revision Date April 17, 2002

APPLICATION FOR REVIEW OF SEWER & WATER PROJECTS

DATE RECEIVED _____ FILE APPLICATION NO. _____

Project Name: _____

Phase: _____

Developer/Owner: _____

Owner's Address: _____

Telephone: _____

Fax No. : _____

E-mail: _____

Authorized Agent, Contact: _____

Agent Address: _____

Telephone: _____

Fax No. : _____

E-mail: _____

Engineer, Surveyor, Planner: _____

Engineer Address: _____

Telephone: _____

Fax No. : _____

E-mail: _____

Location of Property:

Physical Address: _____

Zoning District: _____

Tract Acreage: _____

List All Lot Numbers: _____

County Tax Parcel # : _____

Berks Co. Deed Book Ref : _____ (Book & Page No.)

Description of Project: The application proposes _____

_____.

Type of Development: (Check all that apply.)

<u>Number of Units</u>	<u>Type of Development</u>	<u>Basements ? (Yes or No)</u>	<u>Rental Units ? (Yes or No)</u>
_____	Single-Family Detached	_____	_____
_____	Single-Attached, Townhouses	_____	_____
_____	Semi-Detached, Double House	_____	_____
_____	Multi-Family, Apartments	_____	_____
_____	Planned Residential Development	_____	_____
_____	Commercial	_____	_____
_____	Industrial	_____	_____
_____	Other, Please specify. _____	_____	_____

Note: Structures without basements and Industrial/Commercial Users require meter pits.

Type of Service Requested: (Check one)

- _____ Both sewer hook-up & water connection
 _____ Sewer hook-up only.
 _____ Water connection only.

Size of Water Service Requested: (Check one)

- _____ Standard 5/8" x 3/4" Water meter.
 _____ Standard 5/8" x 3/4" Water meter with meter pit.
 _____ None.
 _____ Other, Please specify. _____

Connection Schedule and Requirements: (Complete)

- Approximate date structure(s) will be connected to system: _____
 If a development, approximate date connections will commence: _____
 Number of individual sewer laterals requested: _____
 Number of individual water service connections requested: _____
 Maximum number of units connected to a lateral: _____
 Maximum number of units connected to water service: _____

Additional Information: (Complete if applicable)

	<u>Existing/ Current</u>	<u>Additional Requested</u>	<u>Total</u>
Gross Floor Area	_____ sq ft.	_____ sq ft.	_____ sq ft.
Parking Spaces	_____ Spaces	_____ Spaces	_____ Spaces
Number of Occupants	_____ Persons	_____ Persons	_____ Persons

Note: If industrial or commercial user, complete Industrial/Commercial Application Form.

Answer the following questions: (Circle Y for Yes, N for No)

Are you presently hooked up to the Authority's public water or sewer system? **Y or N**

If yes, check below:

- Public water system.
- Public sewer system.

Will this project generate more than 800 gallons per day of sewage? **Y or N**

Is subdivision of the property required? **Y or N**

Will water and/or sewer utilities be offered to the Authority for dedication? **Y or N**

List contractor(s), including address and phone numbers, preferred by property owner to construct sewer lateral or install water service connections:

Fee Schedule and Escrow Requirements:

Complete this request form and return to the Maiden Creek Township Authority. The Authority must be in receipt of escrow money before the project can be submitted to the Authority's Engineer for review. The amount of the escrow shall be determined by the number of parcels of real estate proposed in the plan presented for review as follows:

<u>Number of Lots</u>	<u>Minimum Escrow Amount</u>
1-4	\$750.00
5-15	\$2,500.00
16-99	\$5,000.00
100-500	\$7,500.00

PLEASE SUBMIT A SEPARATE CHECK FOR THE MONEY IN ESCROW PAYABLE TO MAIDENCREEK TOWNSHIP AUTHORITY.

ESCROW SUBMITTED HEREWITH:

\$ _____ Check No. _____

Taxpayer EIN Number : _____

Social Security No : _____

Money in escrow is for reimbursement or payment at the Authority's discretion for any and all engineering or legal or other expenses incurred by the Authority, exclusive of work performed by full-time Authority staff members, in processing the materials submitted for review and/or action. The Authority shall not withdraw funds from the escrow account for any such fees and

expenses unless the Owner fails to pay any such fees and expenses within thirty (30) days of initial demand by the Authority. The Authority shall send to Owner bills for fees and expenses monthly as they accrue. Should Authority be required to reimburse itself or directly pay a third party from the escrow account, all work on the plan by the Authority and its consultants shall stop. Such work shall not resume unless and until the undersigned Owner makes payment in an amount necessary to fully fund the escrow account and to pay to the Authority all fees and expenses not previously paid directly by the Owner net of sums drawn by the Authority from the escrow account. Upon the completion of work by the Authority and the reimbursement by Owner to Authority or direct payment by Owner of all engineering, legal and other expenses incurred by the Authority, exclusive of work performed by full-time Authority staff members, the balance of the escrow account shall be refunded to the Owner. Money held in escrow will not be returned until all invoices from the Authority Engineer and Solicitor have been received by the Authority and paid by the Owner. The Solicitor and Engineer's invoices are submitted monthly to the Authority.

Signatures:

The undersigned Owner represents that to the best of his knowledge and belief, all the above statements are true, correct and complete. The undersigned Owner further represents that except as otherwise specifically noted on the attached sheets, all proposed public improvements and facilities as shown on the plans are to be improved, constructed and completed, or acceptable security shall be posted with the Authority in sufficient amount to cover full estimated cost of construction thereof, prior to sale, transfer or agreement of sale of any subdivided parcel as shown on the plan. The Owner and/or authorized agent, agrees to appear to present the application to the Board of Authority at any public meeting at which the Authority reviews the application.

FOR INDIVIDUAL(S) AS OWNER:

_____	_____
Print Owner's Name	Owner's Signature
_____	_____
Print Owner's Name	Owner's Signature

FOR LIMITED PARTNERSHIP AS OWNER:

	Name of Limited Partnership
_____	By: _____
Print General Partner's Name	General Partner's Signature

FOR GENERAL PARTNERSHIP AS OWNER:

	Name of General Partnership
_____	_____
Print Partner's Name	Partner's Signature
_____	_____
Print Partner's Name	Partner's Signature
_____	_____
Print Partner's Name	Partner's Signature

FOR CORPORATION AS OWNER:

Name of Corporation

Attest: _____
Secretary

By: _____
President

Plan Submittal Instructions:

1. To facilitate an accurate and expeditious review of your application, please be as thorough as possible when completing this form.
2. Submit five (5) copies of the plans. Plans dimensions shall not exceed 25 x 36 inches.
3. If you submit any additional supplemental Material with this plan, please list below:
 - a) _____
 - b) _____
 - c) _____
 - d) _____
4. If this application is for Commercial and/or Industrial use, please make sure you complete and return to the Authority an Industrial/Commercial Application.
5. All correspondence and requests from developers or Authorized agents must be delivered to the Maiden Creek Township Authority office at One Quarry Road. All correspondence and plans shall be hand delivered to the Authority's professional staff. Failure to comply with this instruction may cause delays in having plans approved.
6. The Authority must be in possession of this completed application form and the cash escrow before plans are released to its Engineer for review.
7. Authority Resolution Number 1-4-2000 requires **“No sewer plan or other document shall be submitted by any person to the Authority's Board for comment, discussion, review, or approval at the Authority's regularly scheduled monthly meeting, unless the plan/document or its most recent revision has been submitted to the Authority at least fifteen (15) calendar days prior to this meeting”**.
8. If required, the Authority must be in receipt of the PA DEP Planning Module approval letter prior to signing of the Final Plans.
9. Construction cannot begin on the Sewer and Water lines until the Authority, Township and Penn Dot issue permits.