



Borough of Spring Lake ~ Water & Sewer Permit

Instructions for Water & Sewer Permit

Two permits are required for any new or replacement water or sewer service to any property in the Borough of Spring Lake. The two permits that are required are **Street Opening Permit and Water & Sewer Permit**. The Street Opening Permit application can be obtained in Borough Clerk's office. The Water & Sewer application for is attached hereto, with the instructions for completing the application and an explanation of the process and timelines set forth below:

STEP ONE

Applicant: You or your plumbing contractor must complete the top section on Page 1 and provide complete information as to the property and contact telephone numbers. You must also complete the first column of the table on Page 1, indicating the number of fixtures. Once complete, you must sign the application on Page 1 and return it to the Regional Construction Office located in the lower level of Borough Hall, 423 Warren Avenue, Spring Lake, NJ 07762.

STEP TWO

Borough: The Borough's Plumbing Subcode Official will review the number of fixtures and calculate the number of SFU's to determine the minimum required size of the water service. This can take up to one (1) week depending on the Subcode Official's schedule. Once the service size is determined, the Water Department will review the current service and main location and determine the services needed on the table on Page 2 to determine the total fee due. You will then be contracted by the Borough Clerk's Office and advised of the fee that is due.

STEP THREE

Applicant: Once contacted by the Borough Clerk's Office and advised of the fees, you must come to Borough Hall and pay the appropriate fee. No Water/Sewer or Construction (building, plumbing) Permits will be issued or works scheduled until **all** fees are paid. Please also note that all property taxes and water and sewer accounts must be current on the property before a Permit will be issued.

If the Applicant includes a **new** sewer connection, the fee due to SMRSA must be submitted on a separate check. This separate fee will be sent by the Borough directly to SMRSA with the appropriate paperwork.

Upon payment of the appropriate fees, your permit will be issued and the Water Department will be notified that your Permit has been issued.

You, or your contractor, are required to contact the Water Department directly at 732-449-7930 to schedule the necessary work. Depending on the work involved and the schedule of the Water Department at any given time, it typically takes at least three weeks to schedule the work. Please take these time frames into consideration when submitting your application.

No water or sewer installations are scheduled between December 15th – March 1st.



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Date: _____

Property Owner: _____ Block _____ Lot _____

Property Address: _____ Existing: Water Sewer

Contact Information: _____

Telephone # _____ Cell # _____

The Applicant hereby applies for a permit as indicated. The Applicant is the owner or duly authorized agent of the owner of the premises described. The applicant agrees to comply with all Ordinances, Rules, rates and Regulations applicable on this subject, now or hereafter promulgated.

All appointments are scheduled through the Water Department.
They can be reached by contacting 732.449.7930.

 Owner or Duly Authorized Agent

PLUMBING FIXTURES	NO. OF FIXTURES	SFU'S (Completed by	TOTAL The Borough)
Water Closet (Private Flush Tanks)			
Urinal (1" flush valves/3/4: flush valves)			
Lavatories			
Bathtub			
Shower Stall			
Kitchen Sink			
Dishwasher			
Washing Machine			
Laundry Tray			
Service Sink			
Hose Bib (5 gallons per minute)			
Lawn Sprinkler (75 gallons per minute)			
Fire Sprinkler (7-10 gallons per minute)			

TOTAL SFU's _____

Approved by: _____ Date: _____ Min. Size of Service: _____
Plumbing Subcode Official

Taxes and Water/Sewer Bill for this property are paid to date: _____ YES _____ NO If no, amount due: \$ _____

 Tax/Water Department

Service Applied For:	(Check all that apply)	Fee	Amount Due
Annual User Fee (Newly Constructed Premises)		\$175.00	
SMRSA Fee <i>(Must be separate check)</i>		\$2,047.00 (1/15/2019)	
Hydrant Turn on Fee (Fee Based on Gallonage Used to be credited against water bill)		\$100.00 (Deposit)	
Water Tap Fees: (Street excavation not to exceed 35 lineal feet)			
1" Pipe Fee (Bituminous & Concrete)		\$2,950.00	
1 1/4" Pipe Fee (Bituminous & Concrete)		\$3,200.00	
1 1/2" Pipe Fee (Bituminous & Concrete)		\$3,700.00	
2" Pipe Fee (Bituminous & Concrete)		\$4,000.00	
Larger than 2" – Full and actual cost no less than		\$5,000.00	
Cut Off Existing Water Service up to 4"		\$300.00	
New Sanitary Sewer Connection		\$2,500.00	
Replacement Sanitary Sewer		\$2,500.00	
Cut Off Existing Sanitary Sewer up to 2"		\$200.00	
New Connection/Replacement of Connection of Storm Water System to 6". Excess of 6" Refer to Plant Operator		\$200.00	
Oceanfront Enterprises Installation of beach poles, strainers and similar facilities		\$100.00 per day	
TOTAL DUE			\$

Approved by: _____
Superintendent of Public Works

Date: _____

Code Section	Water Service/Hydrant Use	(x)	Fee	Fee Due
Section 12-6.12	To Turn Water On		\$100.00	
Section 12-6.24b	Hydrant Use for Beach Pole Installation, Stainers, Etc.		\$100.00 per day	
Section 12-3.7	To Test Water Meter		\$200.00	

~For Borough Use Only~		Permit # _____
A Water/Sewer Permit is here issued for:		
Property: _____		
Total Fees Paid: \$ _____		Date: _____
_____ Borough Clerk's Office		