



**WATER SERVICE FOR PROPERTY LOCATED OUTSIDE OF THE AUTHORITY'S DISTRICT
BUT FRONTING ON THE SYSTEM OR HAVING DIRECT ACCESS THERETO**

(no construction of any new water main extension)

For a property or development seeking water service, the guidelines for planning, approval, construction, testing and acceptance are provided below. The Authority is committed to providing an efficient process to achieve your water service goals in accordance with the Authority's Rules and Regulations, pursuant to N.J.S.A. 40:14B.

Navigate to the Authority's website at www.smcmua.org and click on the "Forms" page to access all of the necessary forms and information.

For a property or development requesting water service, please begin the pre-approval process by completing and submitting the Pre-application Form. Please allow a minimum of thirty (30) days for the Authority to examine the information you provided; at which time, the Authority will contact you to schedule a preliminary meeting to review your submittal in detail. Please bring original hardcopies of the submitted documents to the meeting. Incomplete Pre-application Forms and insufficient technical documents will not be reviewed and will be returned to the Applicant.

The preliminary meeting with the Authority will include: the review and provision of detailed information and/or paperwork on any application requirements and associated fees (i.e. application fee, connection fee, tap fee, wet cut fee, etc.); comments on drawings/plans/specifications; flow test information; creation of a construction schedule checklist; review of bond requirements and permits; etc.

The Applicant is hereby reminded to check with local, County and State ordinances to ensure information complies with the standards mandated.

The Applicant shall be responsible for complying with the standards specified by the Authority set forth in the Technical Requirements.

For water service to a property located outside the Authority's district but fronting on the system or having direct access thereto with no construction of any new main extension, follow the below steps:

1. After submission of the Pre-application Form and the subsequent preliminary meeting with the Authority, the Authority may request revised technical documents (full size, full scale, not to exceed 3MB in PDF format) which should be sent to developments@smcmua.org for approval.
2. Download and complete the Outside District Water Service Authorization Form. If you have questions regarding the application form and applicable fees, contact Alexis Bozza at 973-326-6867.
3. Once the Outside District Water Service Authorization Form is completely filled out and the revised technical documents have been approved by the Authority, submit a hard copy of the completed authorization form with applicable fees and a CD with the final technical documents, in PDF and CAD format (if applicable), and mail to:

THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY
ATTN: MS. ALEXIS BOZZA – OUTSIDE DISTRICT WATER SERVICE, NO MAIN EXTENSION
19 SADDLE ROAD
CEDAR KNOLLS, NJ 07927

4. The Authority Board will review the application package at its regular meeting which is generally held on the third Thursday of every month.
5. If approved by the Authority Board, written requests will be made to the Authority's Creating Municipalities (Hanover Township, Morris Plains, Morristown, and Morris Township) for their approval.
6. Once approvals are received from all four Creating Municipalities, the Application for Water Service Outside the Authority's District is complete. Notice of approval will be sent to Applicant.
7. Once approval notification received by applicant, complete and submit appropriate documents for new water service (tap).
8. Submit as-built drawing(s) on CD in PDF and CAD format (if applicable) to the Operations Division upon completion of project.

NOTE: THE DISTRICT OF THE AUTHORITY CONSISTS OF THE TOWN OF MORRISTOWN, THE TOWNSHIP OF MORRIS, THE TOWNSHIP OF HANOVER AND THE BOROUGH OF MORRIS PLAINS

AUTHORIZATION
(Form must be typed.)

(To be used in connection with service applications and applications for construction of new main extensions outside the District of the Authority.)

TO: The Southeast Morris County Municipal Utilities Authority
19 Saddle Road
Cedar Knolls, New Jersey 07927

THE UNDERSIGNED HEREBY AUTHORIZES THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY ("AUTHORITY") TO:

(Check applicable section: either A, B or C)

- A. Make written request to the Town of Morristown, the Township of Morris, the Township of Hanover and the Borough of Morris Plains for approval of a service connection to property located outside the District but fronting on the system or having direct access thereto and not involving the construction of any new main extension.
- B. Approve the construction of a new main extension outside the District for purposes of providing service solely to persons or property within the District.
- C. Make written request to the Town of Morristown, the Township of Morris, the Township of Hanover and the Borough of Morris Plains and, when applicable, to the Morris County Municipal Utilities Authority for approval of a new main extension to be constructed outside the District for purposes of providing service in whole or in part outside the District.

THE FOLLOWING APPLIES TO ALL APPLICATIONS FOR NEW MAIN EXTENSIONS OUTSIDE THE DISTRICT:

The undersigned certifies that it will pay all fees (see attached schedule) and comply with all applicable regulations and requirements of the Authority for construction of and payment for the purposed extension.

The undersigned further understands and agrees to the following:

(a) The Authority assumes no obligations with regard to the obtaining of the requested approvals and shall in no way be responsible for the failure or inability to secure same after written require therefore.

(b) In the event any municipality or the Morris County Municipal Utilities Authority shall require any further information or documentation of any nature whatsoever including, without limiting the generality of the foregoing, any engineering reports or data, plans, maps, surveys, specifications, construction details, legal opinions, testimony or reports of expert witnesses, or in the even any hearing is required or requested by any person in connection with such applications, all such requested information or documentation, with any such hearing shall be borne by the applicant, including the actual costs incurred by the Authority for professional legal and engineering services in connection with such requests or hearings.

(c) The costs referred to herein shall be in addition to the application fee to be paid by the applicant pursuant to the attached schedule, which fee is intended only to defray the cost to the Authority of processing the initial application and making the written requests to the creating municipalities and the Morris County Municipal Utilities Authority. The Authority may require either a supplemental fee, cash deposit or other security with regard to the costs incurred or to be incurred in connection with the items set forth above.

(d) The obtaining of any approvals pursuant to this application shall not in any way excuse the applicant from complying with all applicable Authority regulations or requirements; nor impinge upon the right of the Authority to determine whether service shall, in any give case, be provided, notwithstanding such approvals.

Name and Address of Applicant:

Contact Person:

Phone: (H) _____ (C) _____

E-mail: _____

Property Address:

Block: _____ Lot: _____

Authorized Signature of Applicant:

Print Name

Dated: _____