



# Southeast Morris County Municipal Utilities Authority

## DEVELOPMENT INFORMATION SHEET

(Form must be typed.)

DATE OF APPLICATION \_\_\_\_\_

APPLICANT\*: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TOWN: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

CONTACT PERSON(S): \_\_\_\_\_

APPLICANT IS:  OWNER  DEVELOPER  ENGINEER  ARCHITECT  OTHER

\*Applicant is responsible for application, fees, and any contract agreements with the Authority.

PROPERTY OWNER NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TOWN: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

ENGINEERING/DESIGN FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TOWN: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

CONTACT PERSON(S): \_\_\_\_\_

NAME OF DEVELOPMENT: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

TOWN: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

MUNICIPALITY(IES): \_\_\_\_\_

BLOCK(S): \_\_\_\_\_ LOT(S): \_\_\_\_\_

### TYPE OF DEVELOPMENT (CHECK ONE ONLY):

- SINGLE-FAMILY RESIDENTIAL
- MULTI-FAMILY RESIDENTIAL \*<sup>+</sup>
- TOWNHOUSE\*<sup>+</sup>
- CONDOMINIUM\*<sup>+</sup>
- APARTMENT\*<sup>+</sup>
- COMMERCIAL (ESTIMATED USAGE (GPD) \_\_\_\_\_)
- MULTIPLE COMMERCIAL (ESTIMATED USAGE (GPD) \_\_\_\_\_)
- INDUSTRIAL (ESTIMATED USAGE (GPD) \_\_\_\_\_)

\*PLEASE SPECIFY THE FOLLOWING INFORMATION FOR MULTI-FAMILY RESIDENTIAL UNIT(S), TOWNHOUSE(S), CONDOMINIUM(S) AND APARTMENT(S):

TOTAL NO. OF UNITS \_\_\_\_\_

NO. OF ONE BEDROOM UNIT(S) \_\_\_\_\_

NO. OF TWO BEDROOM(S) \_\_\_\_\_

NO. OF THREE BEDROOM(S) \_\_\_\_\_

<sup>+</sup>SEND PROPOSED LAYOUT OF UNITS WITH NUMBER OF BEDROOMS CALLED FOR.

NO. OF STRUCTURES \_\_\_\_\_ NO. OF SERVICES \_\_\_\_\_

ESTIMATED ADDITIONAL POPULATION \_\_\_\_\_

LENGTH OF PROPOSED WATER MAIN INSIDE DEVELOPMENT \_\_\_\_\_ LF PIPE SIZE \_\_\_\_\_"

LENGTH OF PROPOSED WATER MAIN OFFSITE \_\_\_\_\_ LF PIPE SIZE \_\_\_\_\_"

NO. OF PROPOSED HYDRANTS ONSITE \_\_\_\_\_

PROPOSED SQUARE FOOTAGE OF DEVELOPMENT \_\_\_\_\_

PROPOSED SPRINKLERS  YES  NO

IS A SIMPLIFIED MAIN EXTENSION COMPLETED BY A N.J. LICENSED PROFESSIONAL ENGINEER REQUIRED PER N.J.A.C. 7:10?  YES  NO

(IF YES, A CONSTRUCTION COMPLETION CERTIFICATION (CCC) IS REQUIRED TO BE SUBMITTED.)

NAME OF PROFESSIONAL COMPLETING CCC \_\_\_\_\_

IS THERE AN EXISTING BUILDING ONSITE?  YES  NO

GROSS SQUARE FOOTAGE OF EXISTING TYPE OF STRUCTURE \_\_\_\_\_

DESCRIPTION OF WORK (MINIMUM OF 3 SENTENCES):

TECHNICAL DOCUMENTS – SUBMIT FULL SIZE (FULL SCALE) PDF FILES OF THE FOLLOWING (NOT TO EXCEED 3MB FILE SIZE):

- LOCATION PLAN
- SITE UTILITY PLAN SHOWING ALL EXISTING AND PROPOSED UTILITIES
- SURVEY/SITE PLAN OF EXISTING TYPE OF STRUCTURE(S)
- DETAILED WATER UTILITY PROFILE SHEET
- CONSTRUCTION DETAILS
- TECHNICAL SPECIFICATIONS
- PROPOSED WATER DEMANDS

**SUBMIT COMPLETED DEVELOPMENT INFORMATION SHEET AND TECHNICAL DOCUMENTS TO [DEVELOPMENTS@SMCMUA.ORG](mailto:DEVELOPMENTS@SMCMUA.ORG). ONLY ELECTRONIC SUBMISSIONS SENT VIA EMAIL WILL BE ACCEPTED.**

#### PROCEDURE GUIDELINES

For properties or developments requesting water service within The Southeast Morris County Municipal Utilities Authority (SMCMUA or the Authority) service area, please begin the pre-approval process by completing and submitting this Development Information Sheet. Please allow a minimum of thirty (30) days for the Authority to examine the information provided; at which time, the Authority will contact the Applicant to schedule a preliminary meeting to review the submission package in detail. Please bring original hardcopies of the submitted documents to the meeting. Incomplete Development Information Sheets 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 that the documents provided comply with the standards mandated. The Applicant shall be responsible for complying with the standards specified by the Authority, as set forth in the Technical Requirements.

Additional information may be found on the Authority's website at [www.smcmua.org](http://www.smcmua.org) under the "Forms" tab.

#### **FOR SMCMUA USE ONLY**

SMCMUA FILE NO. \_\_\_\_\_

SMCMUA ACCOUNT NO. \_\_\_\_\_

SERVICE (CHECK ONE):

- WITHIN DISTRICT
- OUTSIDE DISTRICT

APPLICATION TYPE (CHECK ONE):

- NEW WATER SERVICE IN THE DISTRICT  
(no construction of any new water main extension)
- MAIN EXTENSION IN THE DISTRICT
- WATER SERVICE AUTHORIZATION OUTSIDE DISTRICT  
(no construction of any new water main extension)
- WATER SERVICE AUTHORIZATION OUTSIDE DISTRICT  
(with construction of new water main extension)