



Mount Laurel Township

Municipal Utilities Authority

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INSTRUCTIONS FOR FILING APPLICATIONS FOR CONCEPTUAL APPROVAL OF SEWER AND/OR WATER IMPROVEMENTS FOR CONNECTION OF RESIDENTIAL, COMMERCIAL, INDUSTRIAL, OR PUBLIC DEVELOPMENTS

The following items are required by the Mount Laurel Municipal Utilities Authority to complete the Conceptual Approval of Sanitary Sewer and/or Water Facilities (S-1/W-1) Application process:

1. Applications for Conceptual Approval of Sanitary Sewer and/or Water Construction Plans (W-1/S-1) – in triplicate (*Items 2, 3, and 4 are not required for individual homeowner connections.*)
2. Three (3) sets of Conceptual Plans – minimum scale 1 inch = 50 feet and one (1) copy in digital format.
3. \$50.00 application fee shall accompany **EACH S-1/W-1** Application. (*This fee is waived for individual residential connections.*)
4. Review escrow fees posted based on the fee schedule attached to the application.

Application Approval

If the MLTMUA preliminarily determines that the S-1/W-1 Application is complete, then the S-1/W-1 Application shall be certified as complete as of the date. Applications determined to be incomplete shall be returned to the applicant for revision.

From the date that the S-1/W-1 Application is certified as complete, the MLTMUA shall complete the review of the application within 45 days of it being designated complete.

Upon approval of the S-1/W-1 Application, a signed Service Agreement for Sanitary Sewer and/or Water (S-2/W-2) shall be executed. Formal approval is required for construction of sanitary sewer and water facilities. Refer to S-3/W-3 Application Instructions for further information. The MLTMUA reserves the right to waive specific requirements based on the complexity of the project.

A copy of the approved W-1/S-1 Application will be forwarded to the project engineer, owner's representative and property owner.

All S-1/W-1 approvals are subject to review after two (2) years and will expire after five (5) years.