



Mount Laurel Township

Municipal Utilities Authority

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INSTRUCTIONS FOR FILING APPLICATIONS FOR FINAL APPROVAL OF CONSTRUCTION PLANS FOR WATER AND/OR SEWER IMPROVEMENTS TO SERVE RESIDENTIAL, COMMERCIAL, INDUSTRIAL OR PUBLIC DEVELOPMENTS

The following items are required by the Mount Laurel Municipal Utilities Authority to complete the Final Approval of Sanitary Sewer and/or Water Facilities (S-3/W-3) Application process:

1. Applications for Conceptual Approval of Sanitary Sewer and/or Water Construction Plans (W-3/S-3) – in triplicate
2. Ten (10) sets of Preliminary Plans – minimum scale 1 inch = 50 feet and one (1) copy in digital format.
3. One (1) of plan and parcel map in digital format.
4. \$200.00 application fee shall accompany **EACH S-3/W-3** Application.

Application Approval

If the MLTMUA preliminarily determines that the S-3/W-3 Application is complete, then the S-3/W-3 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-3/W-3 Application is certified as complete, the MLTMUA shall complete the review of the application within 90 days of it being designated complete.

If approval is being obtained for a commercial property a CID-1 and/or CID-2 Application must be completed. The CID-1 and CID-2 (if applicable) must be approved prior to the issuance of a Building Permit Release Form. **The MLTMUA reserves the right to take up to ten (10) additional working days for CID-2 Application review after receipt of all required information.**

Upon approval of the W-3/S-3 Application and prior to the submittal of the TWA and/or BSDW Application, connection fees must be paid and inspection escrow fees must be posted according to the fee schedule attached to the application. If State approval is **not** needed, the Application 'For Water and/or Sewer Connections', (W-4/S-4) must be completed and submitted along with an MUA Building Permit Release form and connection fees must be paid in full.

Projects that have received W-3/S-3 Application approval but have not commenced construction within two years shall be subject to review. Projects not commencing construction within five (5) years of approval shall be subject to resubmit for S-3/W-3 approval.