

CITY OF ASBURY PARK
ONE MUNICIPAL PLAZA
ASBURY PARK, NEW JERSEY 07712

PHONE: (732) 775-2100
WWW.CITYOFASBURY PARK.COM



JOHN MOOR, MAYOR
AMY QUINN, DEPUTY MAYOR
ANGELA AHBEZ-ANDERSON, COUNCILMEMBER
EILEEN CHAPMAN, COUNCILMEMBER
YVONNE CLAYTON, COUNCILMEMBER

ADAM E. CRUZ CITY MANAGER
ANTHONY CUCCI, RMC, CITY CLERK

SANITARY SEWER PERMIT APPLICATION

1. APPLICANT INFORMATION (TO BE COMPLETED BY APPLICANT):

APPLICANT:
ADDRESS: _____

PROJECT ADDRESS: _____

BLOCK # _____
LOT # _____

CONTACT
PHONE: _____

EMAIL: _____

Applicant is: __Owner __Contractor __Tenant __Other _____and hereby applies for sanitary sewer permit:

2. SEWER CONNECTION INFORMATION (To Be Completed By Applicant):

Sewer Information	Existing	Proposed	Comment
Size of Sewer Lateral (inches)			
Size of Water Service (inches)			
Number of Residential Unit(s)			
Type of Residential Unit(s)	__ Single Family Residential __ Apartments __ Condominium __ Government __ Other: _____	__ Single Family Residential __ Apartments __ Condominium __ Government __ Other: _____	
Number of Commercial Unit(s)			
Type of Commercial/Institutional Unit(s)	__ Restaurant __ Retail __ School __ Church __ Hospital/Treatment Center __ Government __ Other: _____	__ Restaurant __ Retail __ School __ Church __ Hospital/Treatment Center __ Government __ Other: _____	

OFFICE USE ONLY BELOW

Escrow Account Information (If applicable):
Account Name: _____
Address: _____
Escrow Acct# T - 21 – 00 - _____ - 000 - 299

3. CONNECTION FEE CALCULATION (To Be Completed By City Engineer):

(A) Proposed Use Connection Fee \$ _____

(B) Existing Use Credit (if any) \$ _____

Jason D. Harzold
Asbury Park City Engineer’s Office

4. SEWER ACCOUNT INFORMATION (To Be Completed By Tax Collector):

Account Type _____Existing _____Proposed

Account #(s): _____

Connection Fee Payment \$ _____

Date Payment Rec'd _____

Check # _____

Received by: _____



SEWER PERMITS — FREQUENTLY ASKED QUESTIONS

1. Why is this permit required?
A sewer permit is required to verify that all sewer accounts are current. They also verify that all sewer connection fees are current.
2. What is a connection fee?
A connection fee allows you to connect to the City of Asbury Park sanitary sewer system. The connection fees are used to pay for both operational and financing costs of the City's sewer system.
3. Are connection fees required for existing buildings?
*Connection fees are required for existing buildings **if** either of the following occurs: (i) the building is being expanded to add residential units, or commercial space; (ii) the project involves a change of use which is estimated to create additional sewer flow.*
4. How does the City determine if additional sewer flow is created by my project?
The City utilizes both State and City volume standards to calculate sewer flow. These standards are based on studies of sewer volumes from both residential and non-residential units.
5. If I increase the number of bedrooms in my residence, or increase the size of my residential dwelling, is an additional sewer connection fee required?
*No. Additional connection fee is required only if you increase the number of residential **units**. The size of the residential units is **not** a factor for determination of connection fees.*
6. If I increase the size of my **non-residential** (commercial, institutional, governmental) space, is an additional sewer connection fee required?
Yes. The size of commercial space is used to determine the projected sewer volume. Therefore, any change in size affects the volume. The connection fee is only based on the additional commercial space. The City volume standards are based on numerous factors such as size of space for retail uses, number of seats for restaurant / deli/bar and church uses, and number and type of washing machines for Laundromat uses.
7. If I change from one type of type of **residential** ownership to another, is a connection fee required? No. If an apartment building changes to a condominium association or a co-operative type of residential ownership, a connection fee is not required so long as the number of residential units remain the same.
8. If I change from one type of **non-residential** (commercial, institutional, governmental) use residence to another, is a connection fee required?
Maybe. If the proposed use generates more sewer volume than the existing use, then a connection fee is required for the volume increase. If no additional sewer volume is created, then a connection fee is not required.
9. If I pay a connection fee, do I have to pay any future fees?
Yes. The connection fee is a one-time payment based on the creation of new sanitary sewer volume. This volume may be created from new construction, a change of non-residential use, an expansion of existing residential use to include new residential units, or an expansion of nonresidential use in terms of size of space, or number of seats, etc.
10. What are the other fees, and how often is payment required?
The "user" charges are based on actual consumption, and are billed every three (3) months. The City determines user charges based on water consumption. The City receives your water consumption from the water company.
11. Where can I get more information?
The sewer connection fee ordinance can be obtained from the Asbury Park City Clerk, One Municipal Plaza, Asbury Park, NJ 07712 Ph:732-775-2100. Additional questions can be directed to the Asbury Park City Engineer.

STATE LAW REQUIRES EACH APPLICANT TO CALL THE PHONE NUMBER BELOW FOR UTILITY LOCATIONS
CALL BEFORE YOU DIG! 811 or 800-272-1000
CALL ASBURY PARK DPW AT 732-775-0900 FOR ALL STORM AND SANITARY SEWER MARKOUTS