

# **CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY (CCMUA) APPLICATION INSTRUCTION AND PROCEDURES FOR TREATMENT WORKS APPROVAL AND SANITARY SEWER EXTENSION ENDORSEMENT**

## **I. Background:**

The New Jersey Department of Environmental Protection ([NJDEP Treatment Works Approval](#) (TWA) program regulates the construction and operation of wastewater infrastructure: industrial and domestic wastewater collection, conveyance and treatment facilities, including treatment plants, pumping stations, interceptors, sewer mains and other collection structures, holding and conveyance systems. The goal is to ensure wastewater systems are well-designed and constructed to prevent degradation of the state's waters. A TWA permit is required for various activities, including constructing, installing, operating, or modifying treatment works, or increasing flow in existing sewer lines.

## **II. Scope of Regulation:**

The [TWA](#) program covers a wide range of activities related to wastewater management, including collection, conveyance, and treatment facilities for both industrial and domestic wastewater. The New Jersey Administrative Code, specifically [N.J.A.C. 7:14A](#), outlines the regulations for treatment works approvals.

## **III. Project Types Requiring a TWA:**

- Extends along a roadway, along a public right-of-way, or along an easement through more than two properties.
- Conveys flow from more than two buildings, or
- Conveys, or will convey 8,000 gallons per day or more of sewer discharge.
- Construction or modification of treatment works (e.g., treatment plants, pumping stations, force main or gravity sewer lines).
- Building, installing, or modifying residuals treatment units.
- Building, installing, or modifying any domestic or industrial treatment works that discharge to surface or groundwater.

## **IV. TWA Submittal Requirements & Checklist to CCMUA:**

- 1) All TWA applications that must be submitted to the NJDEP must also be submitted to the CCMUA. The purpose of this is for a determination of the project's conformance with the applicable 201 Facilities Plan.
- 2) Endorsement of the NJDEP Form WQM-003 is to be completed by the CCMUA if there is no conflict with the 201 Facilities Plan after the local township or borough has passed this Endorsement.
- 3) Upon receipt, the CCMUA shall log in and review the application for completeness within five (5) working days. In the event an application is deemed incomplete, the applicant shall be sent a notice indicating those items necessary to complete it.
- 4) The conformance review will begin with a complete package. Ten (10) working days should be allowed from the application being found complete for this review. It entails determining if the proposed construction interferes with any CCMUA Facilities and if the project adversely affects an Environmentally Sensitive Area.
- 5) Submit one (1) paperback copy and one (1) digital submission (via an online shared drive) of each of the following documents in support of the request for sanitary sewer extension endorsement:

A) CCMUA TWA/Sewer Extension [Application](#) Form, Completed and fully executed

- B) TWA-1 forms, Complete and fully executed Delaware No. 1 WPCF - WRRF  
NJPDES Permit # NJ0026182 (wet ink and seal only, no double-sided form accepted)
  - C) STATEMENT of CONSENT Endorsements – Two (2) Sets of Form WQM-003, executed with all Local Endorsements first (Note: CCMUA endorses Part D. Only, unless the project conveys directly to CCMUA county interceptor(s), also, all the local endorsements must be in wet ink only, no copies or double-sided forms accepted)
  - D) Engineer's Report - WQM-006 (wet ink and seal only, no double-sided form accepted)
  - E) Engineers Report for Gravity Sewer, Pump Station and Force Main (if implemented)
  - F) Technical Specification for Gravity Sewer, Pump Station and Force Main
  - G) Complete Set of Plans (showing all on-site and off-site construction)
  - H) Municipal Resolution of Endorsement for TWA
  - I) Dry Sewer Affidavit - if applicable
  - J) Fee - see 6) below
  - K) Other as required in 9) below
  - L) Construction cost estimates of sewer lines and appurtenances within the project and outside project site
- 6) Fee- payable to Camden County Municipal Utilities Authority as follows:
- A) IF PROJECT SEWER CONSTRUCTION COSTS ARE \$28,000 OR LESS THAN FEE = \$70.
  - B) IF PROJECT SEWER CONSTRUCTION COSTS ARE \$28,000 to \$140,000, THEN FEE =  $(.0025) \times (\text{Cost})$ .
  - C) IF PROJECT SEWER CONSTRUCTION COSTS ARE GREATER \$140,000, THEN FEE =  $\$350 + (.00125) \times (\text{Cost} - \$140,000)$ .
- 7) The CCMUA is required by the USEPA and the NJDEP to help control development of environmentally sensitive lands by limiting the quantity of sewage to be accepted from each municipality. Sewer extension endorsements may be denied for any building, facility, or other construction on any lands which lie within environmentally sensitive areas, and which do not have sewer and undeveloped as of August 1981, the effective date of the 201 Facilities Plan approval.
- 8) Environmentally Sensitive Areas (E.S.A.s) are all those specific vacant parcels of land within the 201 Facilities Plan area that are partially or wholly within the 100-year flood plain as defined by the U.S. Department of Housing and Urban Development, or within freshwater wetlands as defined by the U.S. Fish and Wildlife Service. The applicant may contact the CCMUA prior to submission to determine whether the project contains an E.S.A.
- 9) When all or part of the project is within an E.S.A., the CCMUA, prior to endorsement, may require any or all the following documents:
- A) Plans delineating the 100-year flood plain and wetlands (onsite and offsite if any), with existing and proposed elevations/contours.
  - B) Verification of approval by NJDEP DLRP or by New Jersey Pinelands Commission (NJPC) (for properties or lands in the Pinelands area), for LOIs, Buffer Reduction, Stream and Wetlands Encroachment, or Waterfront Development.
  - C) Verification of subdivision to exclude E.S.A. or verification of deed restriction prohibiting development within the E.S.A.

- D) Accurate or updated delineation of E.S.A. by means of engineering analyses or field investigations or survey accepted by NJDEP (interior wetlands and streams) or Army Corps of Engineers (for coastal development).
- E) Submit two (2) paperback copies and one (1) digital submission (see 5) above) if the project must undergo an US EPA Grant Waiver or Mapping Revision
- F) The US EPA Grant Waiver or Mapping Revision must be processed concurrently with the TWA processing.

If all the above are not submitted with the TWA application, the CCMUA will send a notice requesting the necessary documents. Once these are received and it is verified that there is no significant impact on the E.S.A., the CCMUA will request a mapping revision from the NJDEP and US EPA and issue an endorsement conditional on NJDEP and US EPA approval of same.

- 10) If there is a conflict with the CCMUA facilities, the applicant will be contacted to discuss and resolve the matter. New plans must be submitted prior to issuing an endorsement.
- 11) If there are no problems with the application or the project, the CCMUA will issue the TWA Endorsement Letter, The Resolution, and executed Endorsement or Part D of form WQM-003 Statement of Consent.
- 12) The applicant is required to send a copy of the Construction Notice and Completion Notice to the CCMUA at the time of submittal to the NJDEP.
- 13) Any revisions made prior to completion of the project require submittal of revised plans for verification of non-conflict.