

Sewer and Water Permit Check List

- **Sewer Permit**
Sewer Regulations/Fees
- **Water Permit**
Water Regulations/Fees
- **Street Excavation Permit**
Borough Street
Penn DOT Road
- **PA 1 Call Notification**
- **Street Restoration Regulations**
Borough Street
Penn DOT Road
- **Sidewalk Permit**
- **Work Sign Regulations**
- **Liability Insurance***

Policy Holder Name _____

Insurance Carrier _____ Exp. Date _____

**Note MAWSA and the Borough of Manheim must have a current copy faxed or e-mailed from Underwriter of Insurance before work is to be started.*

I have received all regulations and permits for the installation or repair of a sewer or water lateral in the MAWSA service area. I have the proper insurance documents and liability insurances. I am aware that it is the responsibility of the Contractor/Property Owner to comply with the regulations of MAWSA and the Borough of Manheim. Non-compliance can result in stop of work and/or fines.

Contractor/Property Owner

Print _____

Signature _____ **Date** _____

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SEWER PERMIT APPLICATION

Applicant Name: _____ Phone Number: _____
 Property Owner: _____ Phone Number: _____
 Plumber/Contractor (if different than owner/applicant): _____
 Date: _____ Billing Address: _____

On behalf of the Owner of the service location, the applicant hereby requests approval to connect, extend, repair, expand, or increase sewage capacity associated with the premises known as:

_____, Manheim, Lancaster County, PA

All work associated with the aforementioned project will comply with the Authority’s rules, regulations, and policies. Applicant assumes responsibility for fees associated with connection such as; curb, sidewalk, street opening permits (where applicable), and physical connection fees. Any labor, parts, and materials acquired from the Authority must be reimbursed to MAWSA.

With this submission, please include an illustration of proposed work that also indicates the distance between water and sewer lines in relation to the property.

24-hour notice must be given prior to backfilling. Failure to do so may result in fees. For new construction – **48-hours after inspection**, the water meter must be set, and a request must be made with the MAWSA administrative office to have the meter’s transmitter installed. (The water meter is utilized to bill the monthly sewage charges.)

Please indicate account type: Residential, Commercial, Industrial, Other: _____

Please refer to the most recent fee schedule for calculations for EDUs per tapping fee and other fees associated with this permit request.

Tapping Fee(s)	Quantity: _____	Total: _____
Permit Application Fee	Quantity: _____	Total: _____
Inspection(s)	Quantity: _____	Total: _____
		Total Due: _____

I, _____, hereby submit this application in accordance
 (sign and date)
 with the noted fees and regulations, both stated and implied, and have received a copy of the most recent correlating specifications.

FOR MAWSA STAFF USE ONLY

Payment Amount: _____ Payment Type: CASH CHECK#: _____
 MONEY ORDER#: _____ Payment Recorded by (initials): _____ Date: _____
 Signature & Date if approved: _____

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1.4 BILLING / COLLECTIONS SCHEDULE

* Shut off and lien notices are mailed/posted at the discretion of MAWSA, fees apply per notice, per unit. Liens are public documents and may be remitted to mortgage, or other stakeholders, and/or published as part of MAWSA's public records.

* All fees assessed in the collection process shall be billed to the account including administrative fees, attorney fees, lien fees, commissions, postage, expenses, etc. (More in Section 4)

* Failure to provide written notification of address change resulting in additional collections notifications, or mail resubmissions, will be billed as well.

* Payment plans are authorized at the discretion of MAWSA. Approved payment plans shall be subject to adjustment with written notification on an as-needed basis.

2. WATER & SEWER TAPPING FEES/EDUs

New Water Connection Tapping Fee Resolution 1-2021	\$4,378.46	Capacity Distribution EDU = 165.1 gallons/day	\$1,774.83 \$2,603.63
Water Reservation of Capacity	As per written agreement with Authority		
New Sewer Connection Tapping Fee Resolution 2-2021	\$4,893.75	Capacity Distribution EDU = 225 gallons/day	\$2,220.75 \$2,673.00
Sewer Reservation of Capacity	As per written agreement with Authority		

Sewer system hydraulic capacity in EDUs is based upon the total treatment plant capacity of 2.3 MGD. Manheim's share of the total capacity is 2.2 MGD, per the 10/10/89 agreement with Rapho Township. All residential units will be calculated as 1 EDU. The Applicant's engineer must submit calculations to MAWSA engineer for review and approval, showing the anticipated usage for commercial, industrial, and business uses. Commercial, industrial, and business uses will be regularly audited, and must purchase additional taps if their EDU allotments are exceeded.

3. WATER & SEWER PERMIT & INSPECTION FEES

3.1 WATER PERMIT

Capacity Request Review Fee	Actual cost + 15%
Connection Fee: new home/ service connection	Labor, materials, and administrative fees
Meter	Actual cost + 15%
Temporary construction	Add \$25.00 water use
New service line inspection fee	\$135.00
Split existing single service line to multiple lines to service existing multiple uses on same property	\$135.00 inspection base fee+ Actual cost + 15%
Fee for replacement of existing lateral or apparatus thereto	\$135.00/inspection

3.2 SEWER PERMIT

Capacity Request Review Fee	Actual cost + 15%
Connection Fee: new home/ service connection	Labor, materials, and administrative fees
New service line inspection fee	\$135.00
Fee for replacement of existing lateral or apparatus thereto	\$135.00/inspection

NOTE: No building service line shall be constructed or connected to the sewer system without first obtaining a Sewer Connection Permit from the Manheim Borough Authority, and having the connection inspected by an Authority representative.

GRAVITY LATERALS

- A. Soil Pipe or Waste Pipe which runs through building or foundation walls shall be PVC pipe unless an existing wall pipe is determined to be in acceptable condition for making a secure and watertight connection to the service line by the Authority representative and shall be installed in a wall sleeve. Service Lines shall meet the following requirements:
1. Polyvinyl Chloride (PVC) SDR 35 sewer pipe or Schedule 40 PVC at least four inches (4") in internal diameter, conforming to A.S.T.M. D-3034.
 2. PVC pipe shall have joints of O-ring gaskets, or an O-ring adapter manufactured of rubber, or solvent weld joints and shall be installed in accordance with the manufacturer's recommendations. Where the service line joins the lateral sewer the bedding surrounding this connection shall be firmly compacted.
- B. All service lines shall be installed with a minimum grade of two percent (2%). A straight alignment shall be maintained where possible. A minimum cover of three feet (3') over the top of the pipe shall be maintained to prevent crushing and freezing, unless the Authority approves a lesser minimum cover. All service lines shall be laid on a six inch (6") bedding of PennDOT Specification 1B fine crushed stone. Additional stone cover shall be thoroughly tamped to a depth of six inches (6") above pipe. Ground and surface water in trenches for service lines shall not be permitted to enter the sewage collection system. Care shall be taken to prevent broken lateral caps and other debris from entering the sewage collection system. All service lines shall be constructed in accordance with the "Specifications for Construction of Sanitary Sewers", latest revision, which has been approved and adopted by the Authority at time of such installation.
- C. No trench shall be backfilled until the service line has been inspected and approved by the Authority representative. No trench may be left open overnight unless it is securely covered or fenced to prevent accidents.
- D. A main or intercepting trap shall be placed between the service line within five feet building. The trap shall be a PVC single running trap with vent. The riser on the building side of the trap shall be vented. The service line side of the trap shall be provided with a wye and eighth bend and the riser shall be plugged. Location of the wye and eighth bend and the riser shall be just before the trap on the service lateral side. Unless otherwise authorized by the Authority or its representative, the top of the vent shall be a minimum of twelve inches (12") above the ground and shall have a cowl type vent to prevent surface water from entering the vent.

- E. **Cellar drains and sump pumps conveying any liquid other than sewage acceptable and permissible per the Manheim Borough Authority User Ordinance may not be connected to the sewer system.**
- F. Each service line shall be subjected to a test prior to approval by the Authority. The test shall be witnessed by an agent of the Authority and the service line shall not be deemed acceptable until said service line has satisfactorily passed the test hereinafter described. All costs of testing and any subsequent test(s), including equipment, material, or labor required, shall be the responsibility of the owner.

The service line shall be tested by plugging the line at the point of connection with the service line by the use of a "test tee" and by plugging the line just before the point of connection with the building waste line. All risers, vents, plugs and cleanouts should be adequately blocked, plugged or supported to withstand the pressure associated with the test.

An air test shall be made by attaching an air compressor testing apparatus to any suitable opening and after closing and supporting all other inlets and outlets to the service line forcing air into the service line until there is a uniform gauge pressure of 6.5 psi. The service line shall be deemed acceptable if this pressure is maintained for 6 minutes without the introduction of additional air. Care must be taken that the pressures generated by the air test do not exceed the pipe manufacturer's recommendations.

CLEANOUT

It is required by the Authority that cleanouts be provided in each house connection at intervals to permit complete rodding with a fifty foot (50') long auger or tape. If a cleanout has not been provided inside the house, then a cleanout will be required just outside the foundation wall or at the point of connection to the existing house lateral and another cleanout is required at the property line. Cleanouts shall be constructed using a wye fitting in the run of the pipe with a 45-degree bend (eighth bend) and 4 inch diameter risers to the ground surface. The riser shall be provided with a standard four inch (4") screw type ferrule.

SPECIAL CONDITIONS AND REQUIREMENTS

- A. Where the service line is to be placed in a trench more than fifteen feet (15') deep, the line shall be constructed of class 52 ductile iron.
- B. Where the service line is to be placed under a drive or other roadway and the depth is less than four feet (4'), the line shall be backfilled and bedded with PennDOT Specification 2RC crushed stone; provided with concrete encasement; or it shall be constructed of extra strength pipe, as the Authority may direct. Where a riser is to be installed in a drive or other roadway, the riser shall be concrete encased and a cast iron frame and cover similar to Allegheny Foundry Co. #345 provided in the roadway to protect the riser (see detail Type "B" Cleanout).

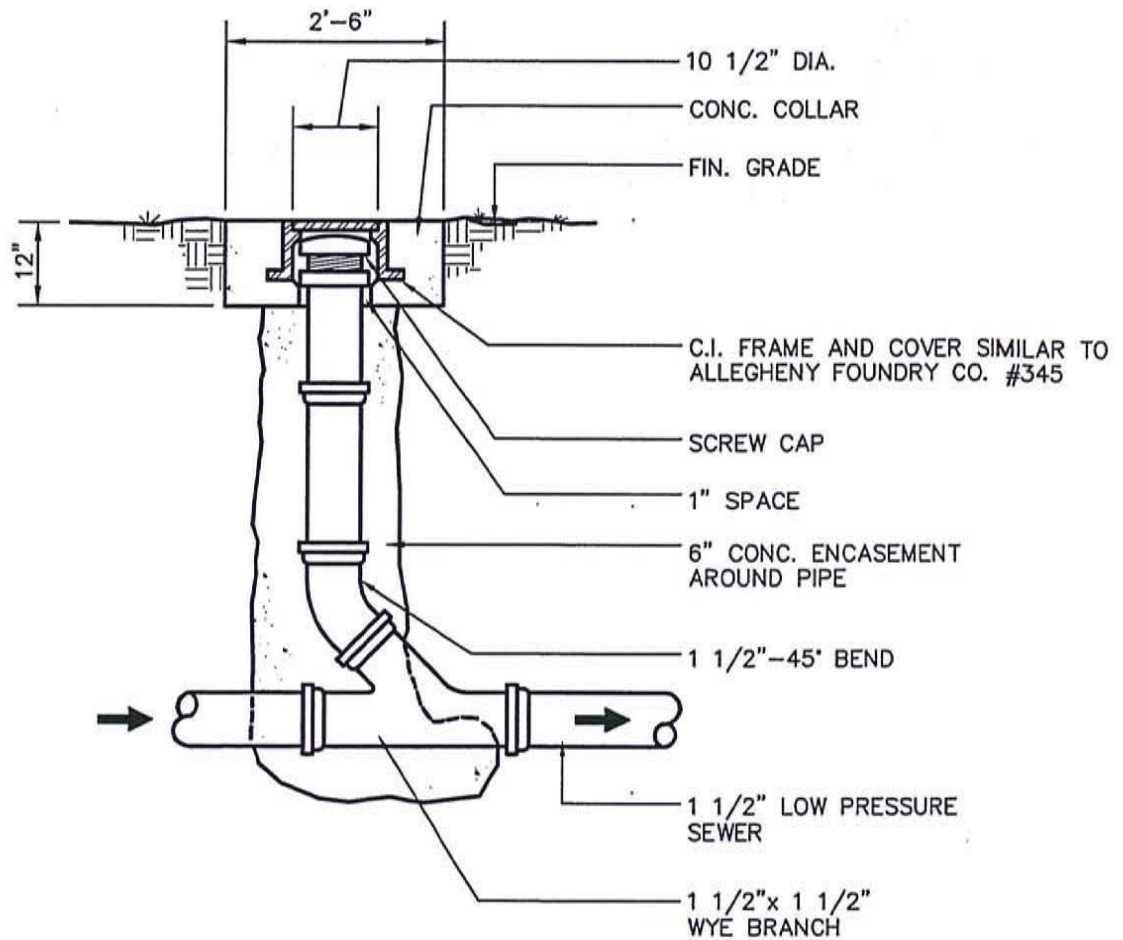
- C. Service lines for all service stations, garages, or other establishments storing, using, or dispensing gasoline, kerosene, benzene, or similar solvents, shall be constructed of ductile iron pipe with chemically resistant joints.
- D. Whenever rock is encountered, the trench shall be excavated to a depth of six inches (6") below the bottom of the pipe and it shall be refilled to grade with PennDOT Specification 1B fine crushed stone.
- E. No hotel, restaurant, boarding house, or public eating place shall connect to the sewage collection system without first installing grease traps, of a type and size approved by the Authority, on the service lines at a location approved by the Authority.
- F. No service station, garage, factory building, or commercial establishment which handles oils, petroleum or similar products, or which washes cars, trucks, or other types of machinery, shall connect to the sewer system without first installing grease and sand traps, of a size and type approved by the Authority, on the service lines or at a location approved by the Authority.
- G. The use of mechanical garbage grinders producing a finely divided mass, properly flushed with an ample amount of water, shall be permitted upon the condition that no such mechanical garbage grinder to serve premises used for commercial purposes shall be installed until permission for such installation shall have been obtained from the Authority upon written application thereof.
- H. Drain lines or filter backwash lines from swimming pools shall not be connected to the sewage collection system.
- I. No person shall discharge or cause to be discharged any stormwater, surface water, groundwater, roof runoff, subsurface drainage, uncontaminated cooling water or unpolluted industrial process waters to any sewer. Where such connections are discovered by the Authority, the Authority shall direct the owner to remove the connection contributing the violating flows. In the event such connection is not removed, the Authority shall cause it to be removed at the owner's expense.
- J. No privy vault, cesspool, septic tank or similar receptacle shall be used or shall be maintained at any time upon any Improved Property which has been connected to a Sewer or which shall be required to be connected to a Sewer.

Every such privy vault, cesspool, septic tank or similar receptacle in existence at time of connection to the sewer shall be abandoned. The Township requires that these receptacles be cleansed and filled. Any such closure shall be at the expense of the Owner of such Improved Property, under the direction and supervision of the Authority.

- K. Sewer service lines or laterals shall be located within the property lines of the property being served unless proper easement has been obtained and approved by the Authority. Multiple services to more than one dwelling or property by a single service line or lateral is not permitted.

STANDARD OF QUALITY

All construction, reconstruction and alterations of sewer connections and appurtenances shall be performed in a competent, workmanlike manner in accordance with recognized standards of the plumbing trade and specifications currently on file with the Authority. The Authority, in its sole discretion, may stop, or require reconstruction of, any work not conforming to these standards or specifications.



TYPE "B" CLEANOUT DETAIL

NOT TO SCALE

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DEVELOPER SPECIFICATIONS
FOR
MANHEIM BOROUGH AUTHORITY

MANHEIM

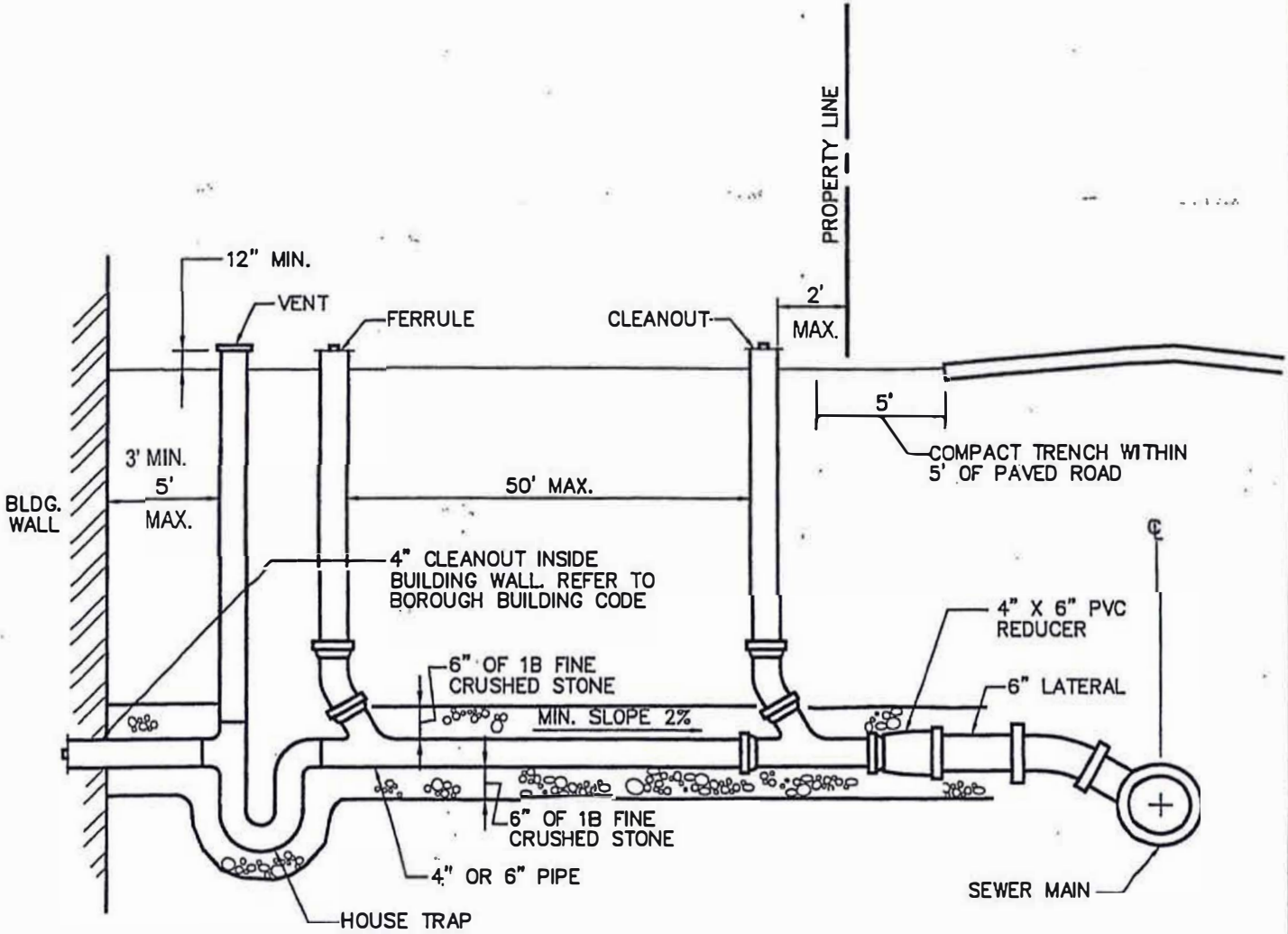
LANCASTER COUNTY, PA

RETTEW
ASSOCIATES, INC.

3020 Columbia Ave., Lancaster, PA 17603
TEL (717) 394-3721 • FAX (717) 394-1063

DRAWN BY: K. MECK
DATE: SEPT. 2004
SCALE: NO SCALE
DWG. NO. 032983-02

Questions regarding connection specifications may be directed to C&D at 717-665-2737



NOTE:

1. ALL BUILDING SEWER MUST BE INSTALLED IN ACCORDANCE WITH AUTHORITY SPECIFICATIONS AND BOROUGH BUILDING CODE.
2. MAXIMUM SPACING BETWEEN CLEAN-OUTS IS 50 FEET.
3. ALL TRENCHES MUST BE COMPACTED WITHIN 5 FEET OF PAVED ROAD.

**TYPICAL
BUILDING SEWER CONNECTION**

NOT TO SCALE
SS\SS017

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<p>DEVELOPER SPECIFICATIONS FOR MANHEIM BOROUGH AUTHORITY</p>	<p>RETTEW ASSOCIATES, INC. <small>3020 Columbia Ave., Lancaster, PA 17603 TEL (717) 394-3721 • FAX (717) 394-1063</small></p>	<p>DRAWN BY: <u> K. MECK </u> DATE: <u> SEPT.2004 </u> SCALE: <u> NO SCALE </u> DWG. NO. <u> 032983-02 </u></p>
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