

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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WATER 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 water 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 that 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. Please indicate the items and fees associated therewith in the following section below. Please note that the standard residential line size is 3/4".
Please refer to the most recent fee schedule for calculations for EDUs per tapping fee and other fees associated with this permit request.

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

Tapping Fee(s)	Quantity: _____	Total: _____
Inspection (new/repair)	Quantity: _____	Total: _____
Water Use (new only)	Quantity: _____	Total: _____
Water Meter (please call with meter size requested for meter cost)	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. **I understand that this permit authorizes the creation of a billable account with MAWSA, which shall be charged according to the then current rate schedule.**

FOR MAWSA STAFF USE ONLY

Payment Amount: _____ Payment Type: CASH CHECK#: _____
 MONEY ORDER#: _____ OTHER: _____
 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	\$4,378.46	Capacity	\$1,774.83
Resolution 1-2021		Distribution	\$2,603.63
Water Reservation of Capacity	As per written agreement with Authority	EDU =	165.1 gallons/day
New Sewer Connection Tapping Fee	\$4,893.75	Capacity	\$2,220.75
Resolution 2-2021		Distribution	\$2,673.00
Sewer Reservation of Capacity	As per written agreement with Authority	EDU =	225 gallons/day

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

4. MISCELLANEOUS

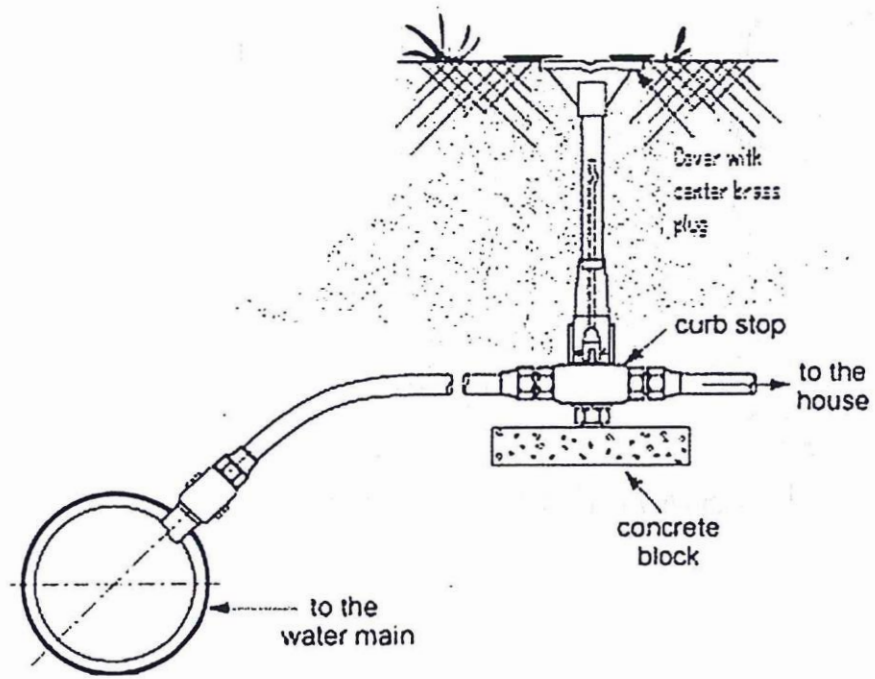
Account Owner Transfer Charge w/ survey	\$175.00
Account Owner Transfer Charge w/out survey	\$75.00
Administrative Labor Fee	\$41.22 per hour
Collection & Distribution Technician Labor Fee	\$52.49 per hour
Construction Inspections & Escrow	Actual cost + 15% + administrative fees
Copies	\$0.25 per side per page
Extension of Services Review & Escrow	Actual cost + 15% + administrative fee
Flagger(s)	Actual cost + 15% + administrative fee
Frozen/Broken Meters	Actual cost + 15% + labor
Hydraulic Model	Per MOU, or at cost + 15% + administrative fee
Laboratory Analysis	Actual cost + 15% + administrative fee
Maintenance Technician Labor Fee	\$52.08 per hour
Management Labor Fee	\$66.88 per hour
Manufacturers Meter Test Deposit	Actual cost + 15% ¹
Meter Removal	Actual cost + 15%
Meter Installation	Actual cost + 15%
New Meter	Actual cost + 15%
No Show for After-Hour Scheduled appointment	\$50.00
Notary Fee	Per state regulation
Parts	Actual cost + 15%
Rental Equipment	Actual cost + 15% + administrative fee
Return Electronic Payment Fee	\$20.00
Return Paper Check Fee	\$40.00
Shut Off – 1 st Notice	No Charge
Shut Off – 2 nd Notice	\$50.00
Shut Off – 3 rd Notice	\$45.00
Shut Off – 4 th Notice	\$60.00
10 Day Door Hangers	\$135.00
Shut Off	\$165.00
Reinstatement of Water Service	\$100.00
Solicitor/Engineer	Actual cost + 15% + administrative fee
Tapping Fee Reinstatement	Case-by-Case Basis + administrative fee
Water/Wastewater Operator Labor Fee	\$54.80 per hour

Footnote

¹*This fee is refundable provided the meter fails testing to AWWA standards*

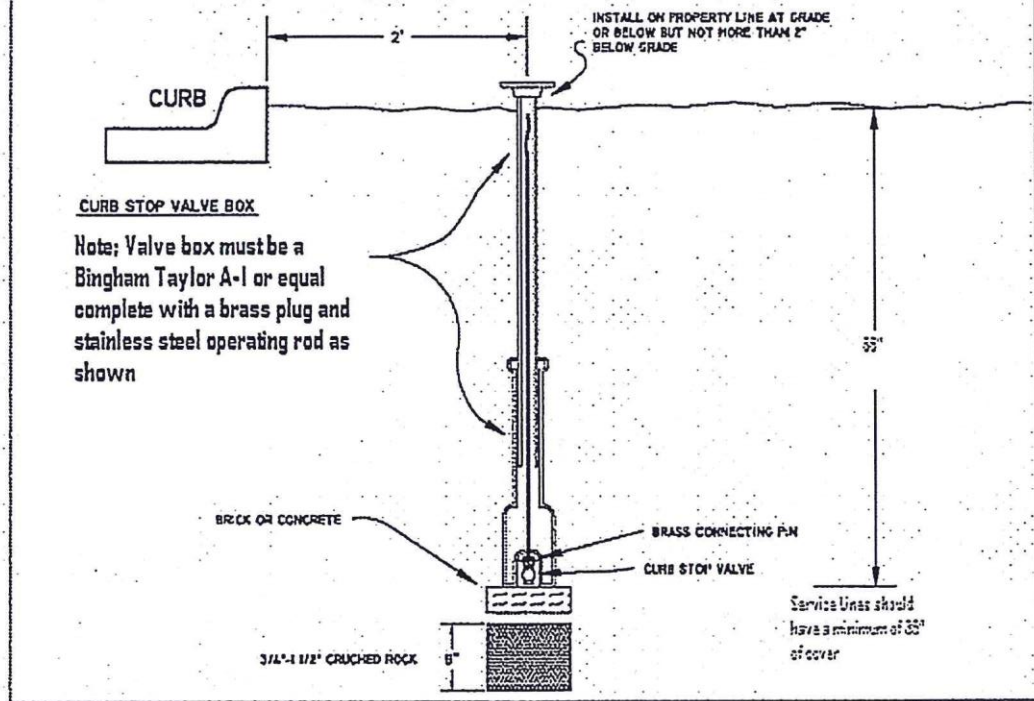
5. EQUIPMENT FEES

Air Compressor	\$22.50 per hour
Backhoe+ Labor rate of operator(s)	\$75.00 per hour, plus labor rate
Camera Truck and 2 Operators	\$215.00 per hour, plus labor rate
Generator	\$15.00 per hour
Hydrant Metering Equipment	Actual Use + Labor Fee
Loader (CAT 926M) + Labor rate of operator(s)	\$150.00 per hour, plus labor rate
Mini-Dump Truck + Labor rate of operator(s)	\$50.00 per hour, plus labor rate
Pickup Truck + Labor rate of operator(s)	\$15.00 per hour, plus labor rate
Upright Gas Tamper + Labor rate of operator(s)	\$15.00 per hour, plus labor rate
Vac Truck and 2 Operators	\$240.00 per hour, plus labor rate



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

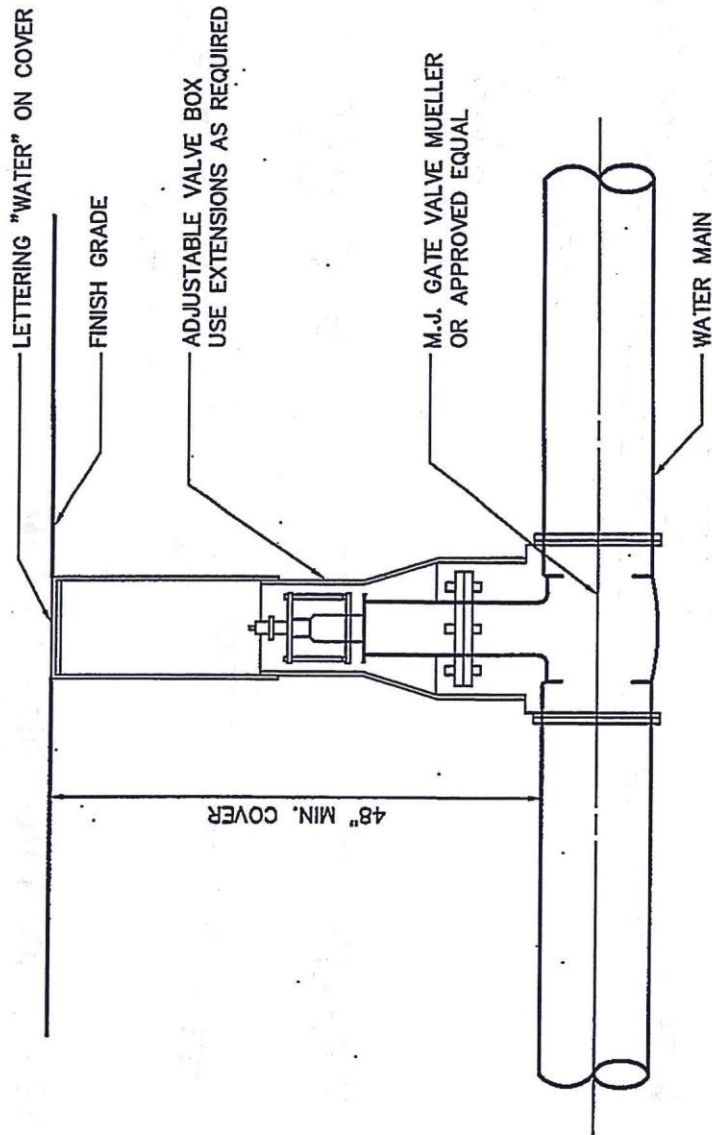
NOTE: ALL WORK SHALL BE IN ACCORDANCE WITH SPECIFICATIONS. ALL WORK SHALL BE INSPECTED BY CITY INSPECTOR PRIOR TO ANY FILL MATERIAL COVERING WATER SERVICE ASSEMBLY.



Manheim Borough Authority

Water supply curb box specifications

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

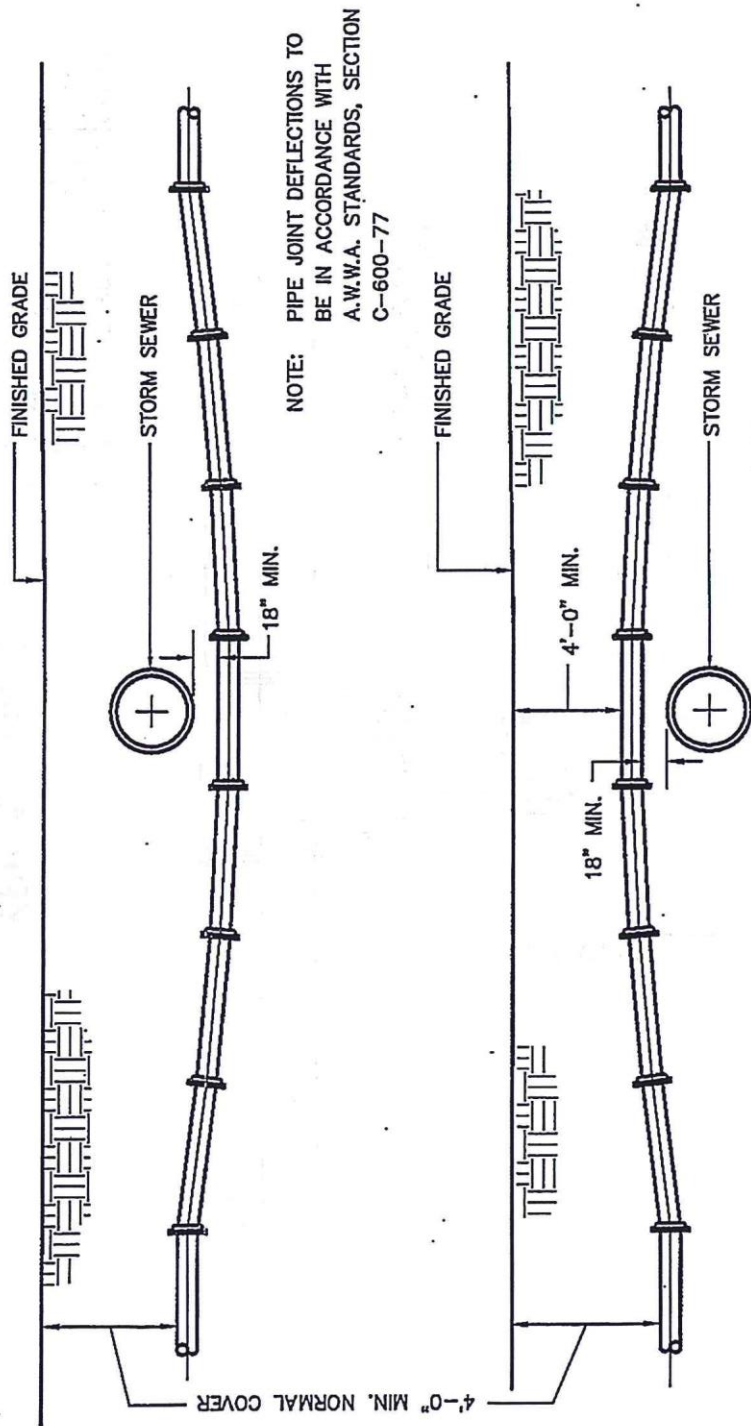


NOTE: IF EXTENSIONS ARE NECESSARY
CONTRACTOR SHALL SET "PLUMB" AND
ALIGN PROPERLY FOR ACCESS TO
OPERATING NUT.

**TYPICAL GATE
VALVE & VALVE BOX DETAIL**

NOT TO SCALE
HL/VRL001

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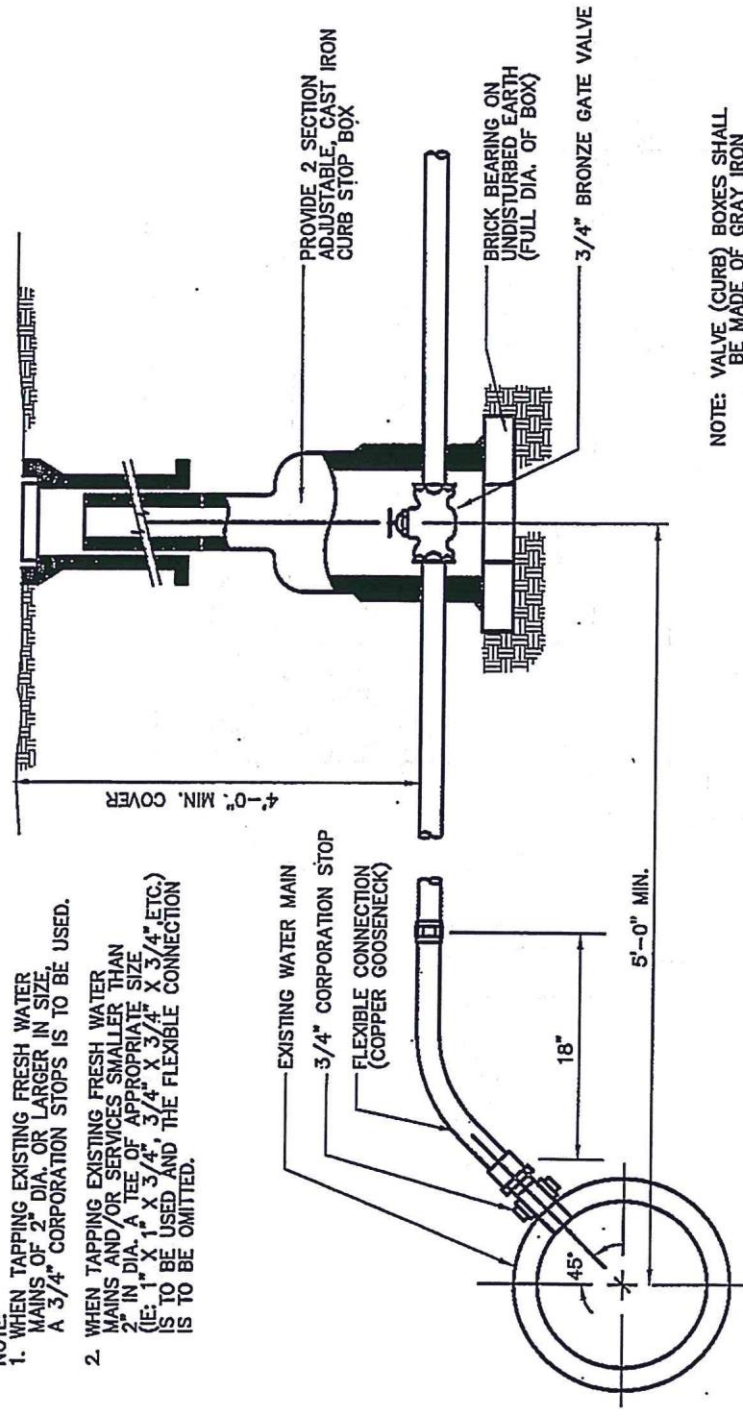


WATER MAIN CROSSING STORM SEWER USING DEFLECTING JOINTS

NOT TO SCALE
1/4" = 1'-0"

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- NOTE:
1. WHEN TAPPING EXISTING FRESH WATER MAINS OF 2" DIA. OR LARGER IN SIZE A 3/4" CORPORATION STOP IS TO BE USED.
 2. WHEN TAPPING EXISTING FRESH WATER MAINS AND/OR SERVICES SMALLER THAN 2" IN DIA. A TEE OF APPROPRIATE SIZE (IE: 1" X 3/4", 3/4" X 3/4" X 3/4" ETC.) IS TO BE USED AND THE FLEXIBLE CONNECTION IS TO BE OMITTED.

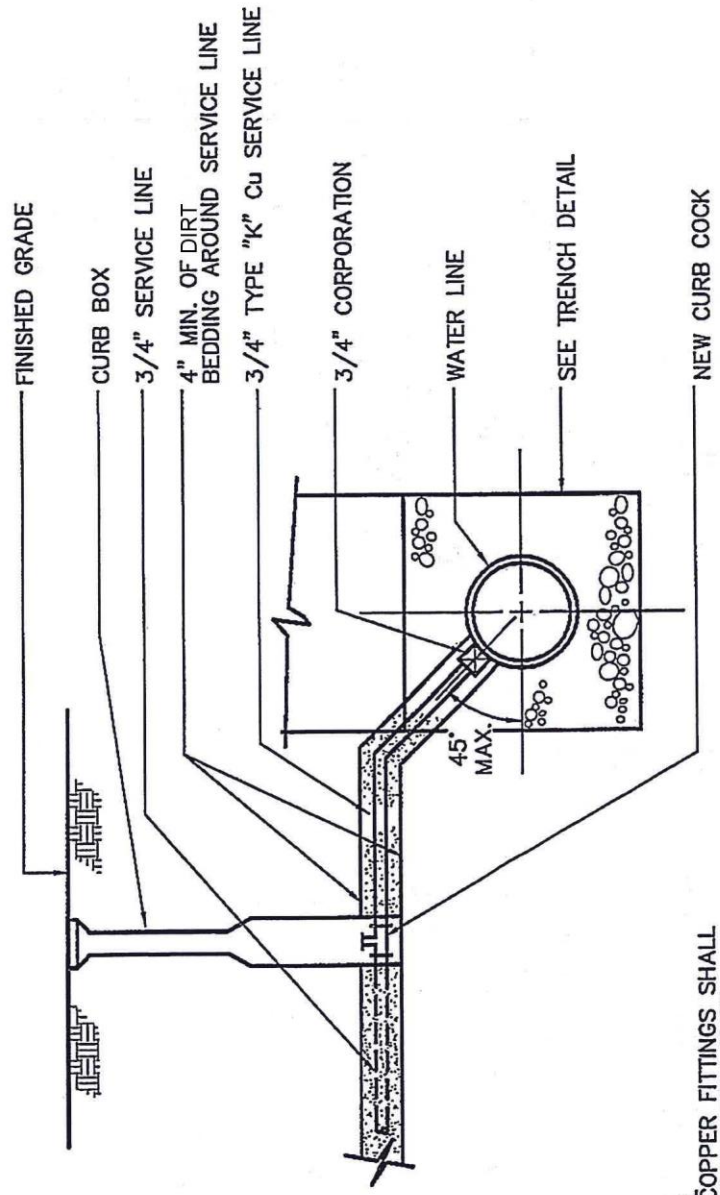


NOTE: VALVE (CURB) BOXES SHALL BE MADE OF GRAY IRON CONFORMING TO A.S.T.M. STANDARD SPECIFICATIONS FOR GRAY IRON CASTINGS, DESIGNATION A-48-56 CLASS 30.

FRESH WATER SERVICE CONN.

NOT TO SCALE
KLV/10/10

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

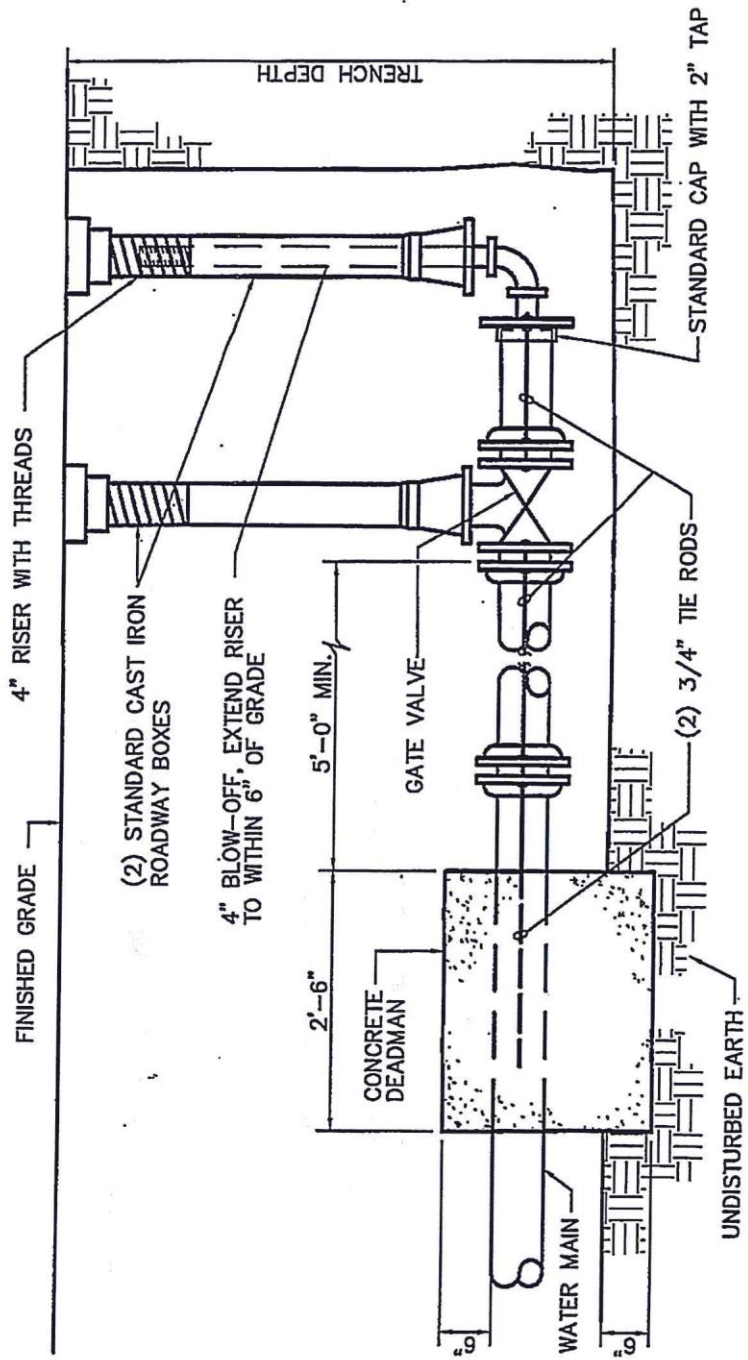


NOTE:
 ALL COPPER FITTINGS SHALL
 BE COMPRESSION TYPE

SERVICE CONNECTION

NOT TO SCALE
 WLA\WLC011

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

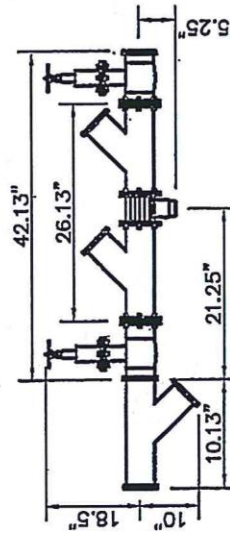


SECTION

CAP AND BLOW-OFF DETAIL

NOT TO SCALE
WA\W1014

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



BACK FLOW PREVENTER DETAIL

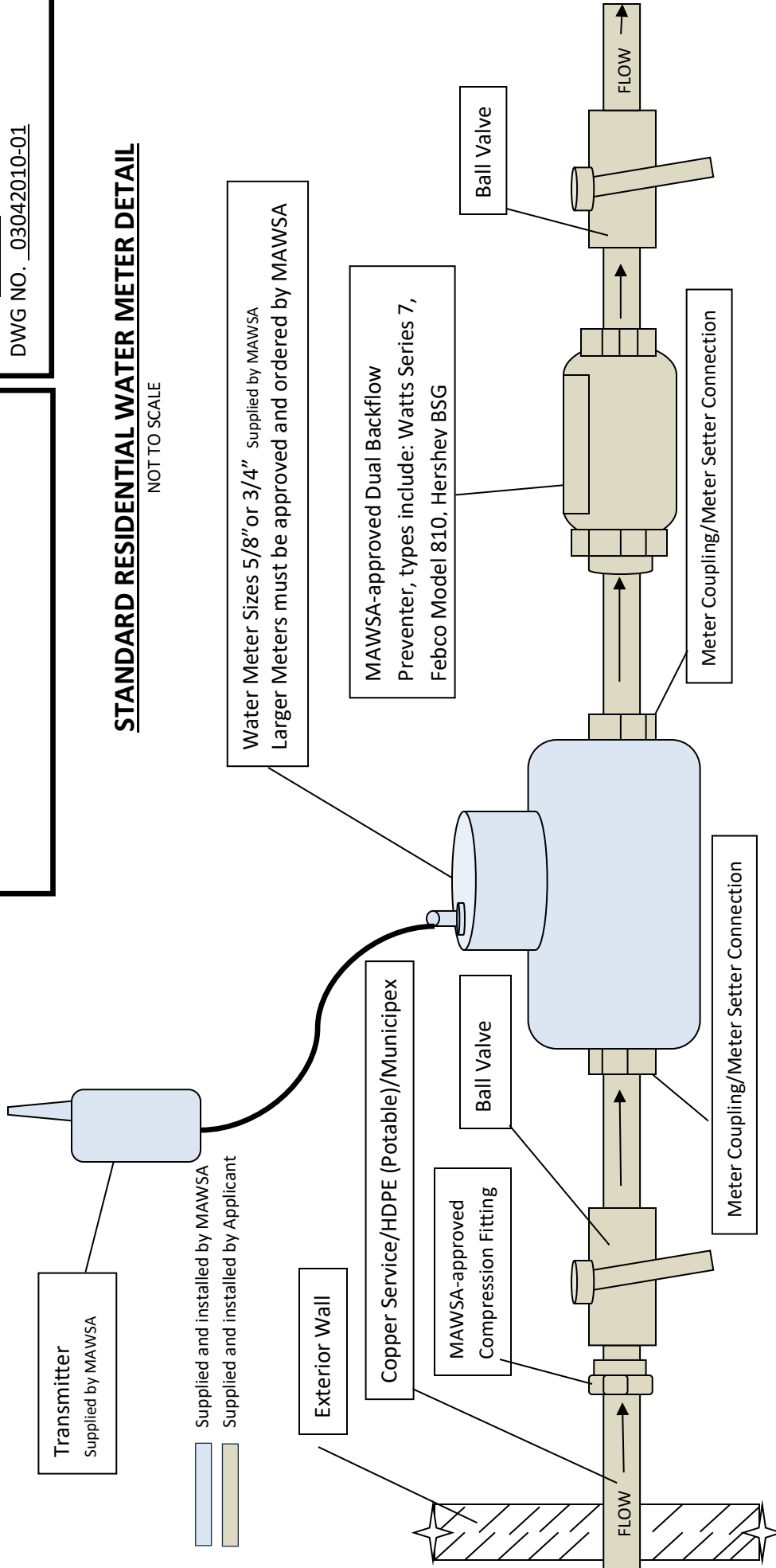
NOT TO SCALE
W/WH018

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



Meter Specifications
Manheim Area Water & Sewer Authority
 Manheim, Pa Lancaster County

Revised By: Paul Bell, Keary Smith,
Dave Schreffler
 Revised: October 5, 2023
 Scale: No Scale
 DWG NO. 03042010-01



STANDARD RESIDENTIAL WATER METER DETAIL

NOT TO SCALE

Notes:

1. Manheim Area Water & Sewer Authority regulations require the connection between the curb stop and meter to be of single length 3/4" - 1" K-copper or HDPE (Potable)/Municipipex water pipe free of joints and / or solder connections. For compliance with those regulations and due to the location of the structure it may be necessary to utilize an approved insulated meter pit between the curb box and the home. The configuration shown herein shall be followed even if a meter pit is required.
2. The meter shall be located within 5' of the location where the service line penetrates the foundation. In addition, the meter shall be installed in a horizontal fashion. Vertical meter (5/8" & 3/4") installations are permitted when installation constraints are encountered with written permission from MAWSA. Meters over 1" in size shall be installed horizontally.

Notes (cont.):

3. NO PVC piping shall be permitted in advance of the meter.
4. Internal plumbing shall meet required building codes that has jurisdiction (presiding Municipality or Statewide / Uniform Construction code).
5. Backfill around the water service line shall be clean dirt around K-copper, 6" around pipe. HDPE (potable)/Municipipex shall have 6" underneath pipe and 12" on top of sand.
6. A 12 AWG Stranded Tracer wire shall be installed on the top of all water service lines (Copper/HDPE (potable)/Municipipex service pipe) from curb stop box to service pipe entry, requires 2" detection tape to be placed up to 12" below finish grade on all water and sewer service pipes.
7. Trench Depth Water & Sewer: 36" minimum depth. Water service line must be at least 18" away from a sewer lateral (18" to the side or above) not below a sewer pipe.