MARLBORO TOWNSHIP

DEVELOPMENT

WATER SERVICE CONNECTION REQUIRED

DOCUMENT CHECKLIST

☐ CONTACT INFORMATION:

  NAME:______________________________
  ADDRESS:__________________________
  PHONE:____________________________
  EMAIL:____________________________

☐ COMPLETED APPLICATION
☐ COMPLETED W-9
☐ PAYMENT OF APPLICATION AND ESCROW FEES
January 22, 2016

Thank you for your request for a connection to the Marlboro Township Water Utility system. Please take note of the following information.

The Marlboro Township Water Utility Division (MTWUD) received a letter from the New Jersey Department of Environmental Protection (NJDEP) dated November 5, 2015. The letter stated that the NJDEP has reevaluated its long standing methodology for calculating available Water Supply Capacity for the MTWUD. NJDEP concluded in the letter that the MTWUD:

…has a deficit in its monthly and annual allocations….as defined in N.J.A.C. 7:10-11.5(e) et seq. Therefore, this Bureau will not accept any applications for Water Main Extension or connection permits to the existing system which have an associated water demand. In addition, pursuant to N.J.A.C.7:10-11.10(b)4, any connections or extensions to the water system with a water demand which do not need a permit from this Bureau may not be undertaken.” The MTWUD quickly responded to the NJDEP letter strongly disagreeing with the reevaluation and deficit determination. While the issue has not been resolved with the NJDEP, they issued a letter dated January 14, 2016 indicating that new projects will evaluated by the NJDEP on a case by case basis.

In order to be considered by the NJDEP for a water connection approval, the following information must be provided:

- Property location (street, lot/block)
- Property description (single home, commercial, etc.)
- Estimated water demand (gallons per day)

This request will be transmitted to the NJDEP requesting approval of the water connection.

Please note that no connection to the Marlboro Township Water Utility System can be made until approval is received from the NJDEP.

Also note that this NJDEP requirement applies strictly to the Marlboro Township Water Utility system and not to areas served by the Gordons Corner Water Company.

Thank you for your cooperation.
APPLICATION TO THE
NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROJECTION
FOR
APPROVAL OF CONNECTION THE MARLBORO TOWNSHIP WATER UTILITY SYSTEM

Diane Zalaskus P.E. - Bureau Chief
Bureau of Water System Engineering
New Jersey Department of Environmental Protection
401 East State Street – P.O. Box 420
Trenton, New Jersey 08625-0420

Ms. Zalaskus:

I am the Owner of the property indicated below. I am aware that the New Jersey Department of Environmental Protection (the Department) has advised the MTWUD that all connections to the water system must be approved by the Department. In consideration of the Department’s directive, I am requesting approval for the following water connection:

PROPERTY LOCATION: LOT_________, BLOCK_________
PROPERTY ADDRESS: ______________________________________________________
DESCRIPTION: Check one ( ) Single Family Home ( ) Commercial
( ) Other ________________________________
( ) Proposed Subdivision (Name) ___________________
   # of Units__________________
Estimated Water Demand:_________________________________________ (gallons per day)
   (Attach supporting calculations)

_________________________________
Property Owner Signature; Date

For NJDEP Use Only: ( ) APPROVED ( ) NOT APPROVED

_________________________________
Diane Zalaskas P.E. – Bureau Chief – NJDEP
APPLICATION FOR REVIEW OF PRELIMINARY PLANS FOR SUBDIVISION OR OTHER DEVELOPMENT IN THE TOWNSHIP OF MARLBORO, COUNTY OF MONMOUTH, STATE OF NEW JERSEY.

This application must be filed with the Marlboro Township Water Utility Division 15 days in advance of a regular meeting of the Water Utility Division.

The following must be submitted to the Water Utility Division for review:

1. This application form (4 copies)
2. A general location plan and sketch plan showing a general layout of the premises. This should include proposed and existing streets, any existing structure and the tax lot and block of the same (8 copies).
3. Fees - $300.00 for one to three units and $5.00 per unit or lot in excess thereof.
4. Commercial subdivisions - $300.00 for up to 7,200 square feet and $5.00 for each 2,400 square feet additional or part thereof.
5. Attorney Review Fee $150.00

1. Applicant’s Name:
   (If corporation or partnership see exhibit A-1)

   Address:

   Phone: Office: Other:

   Are you a Corporation ( ) Partnership ( ) Individual ( )

2. Name and address of present owner (if other than No. 1 above)

   Name:

   Address:

   Phone:

3. Name and profession of person designing preliminary plan.

   Name:

   Address:

   Profession:

   Phone:

4. Applicant’s Attorney

   Name:

   Address:

   Phone:

5. Applicant’s Architect

   Name:

   Address:

   Phone:

6. Development Plans:

   A. Sell lots only Yes No
   B. Construction of house for sale Yes No
   C. If commercial office space, will you rent or sell
   D. If commercial list number of buildings and square footage of each building.

   E. Approximate height in elevation of tallest unit
   F. Will internal fire service be installed Yes No

   If yes, what are your fire flow requirements?
7. Name of proposed development or subdivision:

8. Interest of applicant if other than owner:

Contract Purchase ( ) Other ( ): Explain:

9. Date classified as a major/minor subdivision by planning board:

10. Location of subdivision: Existing intersecting streets:

Tax Map Block #: __________________________ Lot #: __________________________
Tax Map Sheet #: __________________________

11. Number of proposed lots to be served:

12. Type of use proposed subdivision: ( ) Single Family ( ) Commercial
( ) Industrial ( ) Multifamily
( ) Other Explain:

13. Area of entire tract acreage:

Total acreage to be developed:

14. If approved, will the applicant submit their tentative application with all necessary fees, plans and other documents within 60 days: Yes ________ No ________

Explain:

If no, the applicant must submit for an extension of time within the time frame stated. It must be approved by the Water Utility Division or the applicant agrees to forfeit their water allocation number and all fees paid to date. It will be understood that if the applicant reassigns, their application will be placed last on the Water Utility Division’s phasing schedule.

15. If approved, will the applicant agree to sign a take or pay contract for water service by a mutually agreed upon time? Yes ________ No ________

16. Does applicant have service approval yet? Yes ________ No ________

Pending: Moratorium Number

17. Does the applicant or owner agree to convey by deed to the Township, easements to all areas on preliminary plan showing water mains, other appurtenances and all rights to the water system? Yes ________ No ________

If no explain:

18. Describe your proposal for a water system:

A. ________________________________________________

B. ________________________________________________

C. ________________________________________________

19. If a water system is required, will the applicant post all necessary performance and maintenance guarantees? Yes ________ No ________

If no, explain why:

20. List plans and other material accompanying preliminary application and number of each:

<table>
<thead>
<tr>
<th>ITEM</th>
<th>NUMBER</th>
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<tr>
<td>A.</td>
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<td>C.</td>
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<tr>
<td>D.</td>
<td></td>
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</tbody>
</table>
Signature of applicant ____________________________

Print name of applicant ____________________________

If a corporation, are you authorized as a signature? Yes _______  No _______

Affix corporate seal here:

If other, affix notary seal:

Sworn and subscribed before me on this _______ day of _______ 20_______.

Notary

Make all checks payable to The Marlboro Township Water Utility Division.

For Office Use Only

Date received and fee collected

Date ____________________________ Fee Paid ____________________________

Action of the Marlboro Township Water Utility Division for a water allocation.

Date ____________________________ Approved _______ Disapproved _______

Recommendation of Water Utility Division ____________________________

Recommendation of Water Utility Engineer ____________________________

Date ____________________________
Exhibit A-1

Marlboro Township Water Utility Division

Statement of Disclosure

Application # ___________________________ Date ___________________________

Applicant’s Name ___________________________

Developments Name ___________________________

Block # ___________________________ Lot # ___________________________

Pursuant to the rules and regulations of the Water Utility Division, the corporation or partnership which has applied to the Township of Marlboro’s Water Utility Division for permission to construct a comprehensive water system. For the purpose of supplying domestic water and/or fire service to the applicants subdivision so named above must disclose the names and addresses of all stockholders or individual partners who own ten percent (10%) or greater interest in the partnership as the case may be:

Print or type:

Name of Stockholder ___________________________

Address ___________________________

Phone Number ___________________________

Percent Interest ___________________________

Name of Stockholder ___________________________

Address ___________________________

Phone Number ___________________________

Percent Interest ___________________________

Date Signed ___________________________

Applicant’s Signature ___________________________
THE MARLBORO TOWNSHIP WATER UTILITY DIVISION
1979 TOWNSHIP DRIVE, MARLBORO, NEW JERSEY 07746
(732) 536-0200 Ext. 1816

TENTATIVE
Application No.: ______________________  Date Filed: ______________________

APPLICATION FOR TENTATIVE APPROVAL OF WATER SYSTEM AND
APPURTENANCES IN THE TOWNSHIP OF MARLBORO, COUNTY OF MONMOUTH,
STATE OF NEW JERSEY.

SEE INSTRUCTIONS BELOW

Application is hereby made for Tentative Approval of the Preliminary Plan of water system and
appurtenances.

1. Applicant’s Name : ____________________________________________
Address: ______________________________________________________
Phone: _______________________________________________________

2. Name and address of present owner (if other than No. 1 above):
Name: _______________________________________________________
Address: ____________________________________________________
Phone: _______________________________________________________

3. Interest of applicant if other than owner:
________________________________________________________________

4. Date classified as major subdivision by subdivision committee of Planning Board:
________________________________________________________________

5. Location of subdivision: ________________________________________
(neighborhood or section name)
__________  ________  ________
(Street)  (tax map block)  (lot #’s)

6. Number of proposed lots to be served:
________________________________________________________________

7. Area of entire tract: ____________________________________________
and portion being served: ________________________________________

8. Development Plans
1. Sell lots only? Yes _______ No _______
2. Construction of houses of sale? Yes _______ No _______
3. Other ___________________________

9. Name and profession of person designing preliminary plan
Name: _______________________________________________________
Profession: __________________________________________________
Address: ____________________________________________________
Phone: _______________________________________________________

10. Does applicant or owner agree to convey by deed to the Township easements to all areas on
preliminary plan showing water system and all rights to water system?
Yes _______  No _______

EXHIBIT B

1. Application form provided by Water Utility Division (3 copies)
2. Engineer’s report (8 copies)
3. General map of entire project
4. Plans of all proposed water mains and appurtenances, showing all details, symbols,
elevations, storage facilities, if required, and engineer’s estimate of construction costs,
prepared on a per item basis, with unit and total costs for each item and to include the cost
of right-of-ways, inspections, as built plans and any other costs (8 copies)
5. Fees: 2% of Engineer’s estimate of construction costs (see enclosed copy of form of
Engineer’s construction costs). Minimum fee $300.00
6. Attorney Review Fee $150.00
Exhibit A-1

Marlboro Township Water Utility Division

Statement of Disclosure

Application # ___________________________ Date ___________________________

Applicant’s Name ___________________________

Developments Name ___________________________

Block # ___________________________ Lot # ___________________________

Pursuant to the rules and regulations of the Water Utility, the corporation or partnership which has applied to the Marlboro Township Water Utility Division for permission to construct a comprehensive water system. For the purpose of supplying domestic water and/or fire service to the applicants’ subdivision so named above must disclose the names and addresses of all stockholders or individual partners who own ten percent (10%) or greater interest in the partnership as the case maybe:

Print or type:

Name of Stockholder ___________________________

Address ___________________________

Phone Number ___________________________

Percent Interest ___________________________

Name of Stockholder ___________________________

Address ___________________________

Phone Number ___________________________

Percent Interest ___________________________

Date Signed ___________________________

Applicant’s Signature ___________________________
APPLICATION FOR FINAL APPROVAL OF WATER SYSTEM AND APPURTENIANCES
IN THE TOWNSHIP OF MARLBORO, COUNTY OF MONMOUTH, STATE OF NEW JERSEY.

SEE INSTRUCTIONS BELOW

Application is hereby made for Final Approval of the Tentative Plan of water system and appurtenances.

1. Applicant's Name: __________________________
   Address: ____________________________________
   Phone: _____________________________________

2. Name and address of present owner (if other than No. 1 above):
   Name: ______________________________________
   Address: ____________________________________
   Phone: _____________________________________

3. Interest of applicant if other than owner: _________________________________________________

4. Date classified as major subdivision by subdivision committee of Planning Board:
   ________________________________________________

5. Location of subdivision: ________________________ (neighborhood or section name)
   ____________________________ (Street) ____________________________ (tax map block)
   ____________________________ (lot #’s)

6. Number of proposed lots to be served: _____________________________________________________

7. Area of entire tract: __________________________ and portion being served: _____________________

8. Development Plans
   1. Sell lots only? Yes __________ No __________
   2. Construction of houses of sale? Yes __________ No __________
   3. Other ______________________________________

9. Name and profession of person designing preliminary plan
   Name: __________________________ Profession: __________________________
   Address: __________________________
   Phone: _____________________________

10. Does applicant or owner agree to convey by deed to the Authority easements to all areas on preliminary plan showing water system and all rights to water system?
    Yes ____________ No ____________

EXHIBIT B

1. Application form provided by Authority (3 copies)
2. Engineer's report (8 copies)
3. General map of entire project
4. Plans of all proposed water mains and appurtenances, showing all details, symbols, elevations, storage facilities, if required, and engineer's estimate of construction costs, prepared on a per item basis, with unit and total costs for each item and to include the cost of right-of-ways, inspections, as built plans and any other costs (8 copies)
5. Fees: 2% of Engineer's estimate of construction costs (see enclosed copy of form of Engineer's construction costs). Minimum fee $300.00
6. Attorney Review Fee $150.00
11. Describe your proposal for water system.
   1. 
   2. 
   3. 

12. If water system is required, will applicant post Performance and Maintenance Bonds?
    Yes ___________________  No ____________________

13. List plans and other material accompanying application and number of each.

   ITEM          NUMBER
   A.            
   B.            
   C.            
   D.            
   E.            
   F.            


   Signature of Applicant ________________________________

   Make all checks payable to The Marlboro Township Water Utility Division

   For Office Use Only

   Date received and fee collected
   Date ____________________  Fee Paid __________________

   Action of the Marlboro Township Water Utility Division
   Date ____________________  Approved ________________  Disapproved ________________

   Recommendation of Water Utility
   ________________________________

   The Marlboro Township Water Utility Division’s Engineer’s Approval
   ________________________________
   Date ________________________________
Exhibit A-1

Marlboro Township Water Utility Division

Statement of Disclosure

Application # ___________________________ Date ___________________________

Applicant's Name ___________________________________________________________

Developments Name _________________________________________________________

Block # ___________________________ Lot # ___________________________

Pursuant to the rules and regulations of the MTWUD the corporation or partnership which has applied to
the MTWUD for permission to construct a comprehensive water system. For the purpose of supplying
domestic water and/or fire service to the applicants' subdivision so named above must disclose the names
and addresses of all stockholders or individual partners who own ten percent (10%) or greater interest in
the partnership as the case maybe:

Print or type:

Name of Stockholder ______________________________________________________

Address ________________________________________________________________

Phone Number __________________________________________________________

Percent Interest _________________________________________________________

Name of Stockholder ______________________________________________________

Address ________________________________________________________________

Phone Number __________________________________________________________

Percent Interest _________________________________________________________

Date Signed _____________________________________________________________

Applicant's Signature ____________________________________________________
HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

AGREEMENT made as of the _____ day of __________________, __________

by and between

THE TOWNSHIP OF MARLBORO,
a municipal corporation of the State of New Jersey, situated in the County of Monmouth,

with its administrative office located at, and having a mailing address of, 1979 Township Drive, Marlboro, New Jersey 07746 (hereinafter referred to as the “Township”),

and

having a mailing address of _____________________________, hereinafter referred to as the “Contractor”).

WITNESSETH:

WHEREAS, the Township owns and operates a Public Community Water System within the Township of Marlboro and provides water and water services for public and private uses within its service area; and
WHEREAS, ________________, (hereinafter referred to as the “Customer”) is the owner of certain real property located at __________________________, in the Township of Marlboro, County of Monmouth and State of New Jersey, which said lands are known and designated as Lots __ & _____ in Block _____ on the Official Tax Map of said Township (hereinafter sometimes referred to as the “Property”); and

WHEREAS, with respect to the the Property, Customer proposes __________________________

__________________________________________________________

all for the purpose of receiving water and water services from the Township relative to the aforementioned real property; and

WHEREAS, as part of Customer’s proposed plans, it will be necessary for Customer, and his agents, servants, employees, contractors and/or subcontractors, and/or the agents, servants and employees of any such contractors and/or subcontractors, to perform and/or furnish certain work, labor, materials and/or services in, about, near and/or with respect to the Township’s Water System or certain portions thereof; and

WHEREAS, Customer has specifically engaged the Contractor to install the water systems improvements referred to herein and contemplated hereby and to otherwise perform all requisite work to effectuate a water service connection between the Township’s Water System and Customer’s Property and residential dwelling situated thereon;

NOW, THEREFORE, in consideration of the mutual promises and covenants set forth herein and for other good and valuable consideration, it is hereby agreed as follows:

1. Definitions. As used throughout this Hold Harmless and Indemnification Agreement the term of word “Contractor” shall mean, “__________________________, and all agents, servants, employees, contractors and/or subcontractors employed or engaged by ________________,
as well as all agents, servants and employees engaged by the respective contractors and/or subcontractors of _________________."

2. With respect to all work, labor, materials and/or services to be performed and undertaken by the Contractor in, about, near and/or with respect to the Township’s Water System or any portions thereof, same shall be performed and completed strictly in accordance with all approvals or authorizations granted by the Township and/or as specifically and expressly directed by the personnel of the Township’s Water Utility Division and in accordance with the Township’s Rules and Regulations and applicable law.

3. With respect to any and all trenches, road openings and/or other excavations made by and/or on behalf of the Contractor, the Contractor shall restore all disturbed areas and/or affected public rights-of-way to the same or as good condition as such areas and/or public rights-of-way were in prior to any such disturbance and/or the making of any such trenches, road openings and/or other excavations. Furthermore, the Contractor shall, to the extent applicable, restore the Township’s Water System, and/or such portions thereof as relate to its construction, to the same or as good condition as said Water System was in prior to any such construction. The Township’s Director of Public Works, Water Utility Division Supervisor, or the Licensed Operator of the Water System shall determine the extent, nature and scope of all restoration, which shall be effected to their reasonable satisfaction and approval.

4. With respect to all work, labor, materials and/or services to be performed, provided, furnished and/or undertaken by the Contractor, the Contractor shall indemnify and hold the Township harmless from, against and with respect to any and all loss, injury or damage arising out of or resulting from any and all work, labor, materials and/or services so performed, provided, furnished and/or undertaken. Moreover, the Contractor shall indemnify and hold the Township harmless from, against and with respect to any and all claims, demands, actions and judgments, including, but not necessarily limited to, any and all liability claims, property damage claims, personal injury claims, worker’s compensation claims and products liability claims arising out of or resulting from any and all actions and/or inactions taken or failed to be taken by the Contractor, and
the Contractor shall defend any and all suits, claims or other actions which may be brought against the Township on account of any of the foregoing, and the Contractor shall make good to and reimburse the Township for any expenditures made or costs incurred by the said Township with respect to any of the foregoing, including any and all expenses for legal services.

5. In connection with the terms and provisions set forth in the preceding paragraph 4 and in order to provide the Township with additional protection against losses or damages, the Contractor shall cause the Township to be designated as an additional insured under the Contractor’s general liability insurance policy or policies, including any excess liability (umbrella) policy. In that regard, this Agreement shall also be considered, for the purposes of insurance coverages, to be a Work Contract, or similar agreement, and the Contractor’s obligation to provide insurance coverage for the Township, as an additional insured, is hereby made mandatory and shall relate to all of the Contractor’s proposed or intended work and/or construction activities referred to in this Agreement with respect to the subject Property, including the installation of any water service connection(s). Prior to the commencement of any work and/or labor, or the furnishing of any services, equipment or materials, the Contractor shall provide the Township with an appropriate Certificate of Insurance, specifically naming the Township of Marlboro as an additional insured and evidencing insurance coverage as follows:

A. Commercial General Liability $3,000,000
B. Automobile Liability-Owner, Non-Owner and Hired $1,000,000
C. Workers Compensation (Applicable to New Jersey State Statutes) Employers’ Liability Statutory

The above insurance coverage must remain in effect until final written approval is issued by the Water Utility Division and, insurance certificates must provide for a thirty (30) day notice of any changes or cancellation.
6. This Agreement shall be binding upon the parties hereto and their respective heirs, successors and/or assigns.

IN WITNESS WHEREOF, the parties have signed this Agreement, and/or caused this Agreement to be signed by their proper corporate officers and to have caused their proper corporate seals to be affixed hereto, as of the day and year first above written.

__________________________________________
Business Name of Contractor
Organized and existing under the laws of the State of New Jersey;

__________________________________________
Signature

__________________________________________
Printed Name & Title

ATTEST:

TOWNSHIP OF MARLBORO

ALIDA MANCO, Clerk

BY: ROBERT MILLER, Superintendent of Public Works
The Township of Marlboro, officers, employees, agents and servants are named as additional insured as their interests may appear in regards to _______. The insurance listed herein is primary and on a non-contributory basis.