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PENNSAUKEN SEWERAGE AUTHORITY

PROCEDURAL GUIDE

CHANGE OF USE APPLICATION

AND REVIEW

Procedures for the application and approval of change of use connections to the Pennsauken Sanitary Sewer System. This document covers application and review requirements ONLY. For further information refer to the Pennsauken Sewerage Authority “Schedule of Rates and Rules and Regulations” which can be obtained at the Sewerage Authority office, 1250 John Tipton Blvd., Pennsauken, New Jersey, or at www.psewer.com.

1. The owner of the property shall complete the attached application and return to the PSA. PSA will make determination of the review requirements of said application and if necessary *steps 2 & 3* will be followed. If review by PSA’S engineer is not necessary, the applicant will be required to forward the change of use permit fee of \$100.00 prior to the facility being occupied.
2. The Applicant shall forward an escrow fee of (\$1,500.00), two (2) copies of all plans and specifications of the proposed new use of the existing facility. (The plans shall be revised and resubmitted until approval is obtained.) Industrial and commercial applicants shall, in addition to the above, furnish a detailed description which shall include the type and size of the building(s); the nature of the business to be conducted; the number and type of fixtures to be served; the type, volume and chemical characteristics of the waste to be discharged.
3. Upon approval by the Authority’s Engineer the change of use permit fee will be calculated. The fee for said permit must be paid prior to the start of construction. All monies remaining in the applicant’s escrow fund will be returned upon the issuance of the Certificate of Occupancy.

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CHANGE OF USE APPLICATION

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PENNSAUKEN SEWERAGE AUTHORITY
PENNSAUKEN TOWNSHIP, CAMDEN COUNTY, NEW JERSEY

READ PROCEDURAL GUIDE

PLEASE TYPE OR PRINT

1. Applicant/Owner: _____ Telephone: () _____
Address: _____
Town: _____ State: _____ Zip Code: _____
2. Location of Project: _____
Plate No. _____ Block No. _____ Lot No. _____
3. Name of Engineer/Architect: _____
Name of Firm: _____
Address: _____
Town: _____ State: _____ Zip Code: _____
4. Fee (\$1,500.00 Escrow Fee) is attached _____
5. Estimated Construction Cost of Proposed Sanitary Sewer Facilities: \$ _____
6. Proposed Building Use: _____
7. Two (2) copies of plans are attached: Yes _____ No _____
8. Two (2) copies of specifications are attached: Yes _____ No _____
9. Two (2) copies of applications are attached: Yes _____ No _____
10. Detailed description of project is attached: Yes _____ No _____

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