



JERSEY CITY MUNICIPAL UTILITIES AUTHORITY

555 ROUTE 440, JERSEY CITY, NEW JERSEY 07305

PHONE: 201-209-0319 WWW.JCMUA.COM FAX: 201-432-3795

SITE PLAN REVIEW CHECKLIST RENOVATIONS – ADDITIONS

THIS SECTION TO BE COMPLETED BY JCMUA STAFF ONLY

JCMUA Project #: _____

Intake Date: _____

Water Service Size: _____

Meter Size: _____

INSTRUCTIONS:

*This form must be completed, signed and sealed by a Professional Engineer or Registered Architect in the State of New Jersey and submitted along with site/architectural plans for renovation of single structure. **Incomplete applications will be rejected if information required is not submitted along with site/architectural plans.***

A. PROJECT INFORMATION:

Project Name: _____

Site Address: _____

Block Number: _____ Lot Number: _____

Project Description: _____

B. APPLICANT INFORMATION:

Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail: _____

C. ENGINEER / ARCHITECT INFORMATION:

Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail: _____

1) GENERAL:

Check space on left hand side if plans comply and provide information specified.

- _____ Three (3) sets of plans
- _____ Signed and sealed by Professional Engineer or Registered Architect
- _____ Key map showing general area of project
- _____ Site/Utility Plans (Only if new water lines or sewer laterals are proposed)
- _____ Architectural floor plans existing and proposed
- _____ Drawing scale

2) BUILDING INFORMATION:

This information will be used to determine sewer connection fees. The information provided should match architectural floor plans, a copy of which must be included in the submission. Credit will be given for existing building based on estimated discharge (in gallons per day) to the sewer system.

2.1) EXISTING BUILDING INFORMATION

Number of years vacant: _____

Residential Number of Units:	
Studio/One Bedroom	
Two Bedroom	
Three or more Bedrooms	
Total Number of Units	

Commercial Space:	
Retail/Office SF:	
Industrial SF:	
Restaurant Number of Seats:	
Other:	

2.2) PROPOSED BUILDING INFORMATION

Residential Number of Units:	
Studio/One Bedroom	
Two Bedroom	
Three or more Bedrooms	
Total Number of Units	

Commercial Space:	
Retail/Office SF:	
Industrial SF:	
Restaurant Number of Seats:	
Other:	

3) WATER INFORMATION:

Check space on left hand side if plans comply and provide information specified.
If building has a sprinkler system, a separate submission must be made to the JCMUA that includes hydraulic calculations and flow tests results.

Is new service proposed?

- Yes**, if Yes, complete section 3.1
- No**, if No, complete section 3.2

3.1) If yes, confirm the following are shown on the plans:

- Combined Water Line (Fire and Domestic): _____ Size _____ Material
- Domestic Water Line: _____ Size _____ Material
- Domestic Water Meter: _____ Size
- Meter location
- Existing Water Main size and location.
- Tapping Valve and Curb valve (1 FT inside curb).
- JCMUA Requirements for Fire and Domestic Water Line and Meter Installation.
- JCMUA Standard water details (meter installation, connection to main etc.).

3.2) If no, letter signed and sealed by a licensed master plumber confirming the following regarding existing water service must be submitted, if all the following items are not confirmed, the line will need to be repaired or replaced.

- K-copper
- Good condition (no leaks, valves functioning properly).
- Adequate size.
- Curb valve (1 FT inside curb).
- Backflow preventer (after domestic meter, if required).
- Meter size same as line size (if not, new meter will be issued by JCMUA).

4) SEWER INFORMATION:

Check space on left hand side if plans comply and provide information specified

Is new sewer service proposed?

- Yes**, if Yes, complete section 4.1
- No**, if No, complete section 4.2

4.1) If yes, confirm that the following are shown on plans:

- Storm Lateral: _____ Size _____ Material _____ Slope
- Sanitary Lateral: _____ Size _____ Material _____ Slope
- Existing sewer main location, size, material and shape.
- Invert elevation (connection shall connect sewer above horizontal center line of pipe).
- Cleanouts on all laterals (1 FT inside curb).
- Ejector or Sump pump if plumbing fixtures below grade (Sinks, tubs, toilets etc.)
- JCMUA Standard Requirements for New Sanitary and Storm Laterals.
- JCMUA Standard sewer details (cleanout, connection to main etc.).

4.2) If no, letter signed and sealed by a licensed master plumber confirming following regarding existing sewer service, must be submitted, if all the following items are not confirmed, the lateral will need to be repaired or replaced.

- _____ Storm Lateral: _____ Size _____ Material
- _____ Sanitary Lateral: _____ Size _____ Material
- _____ Adequate size.
- _____ Good condition, no leaks, breaks, blockages, broken section etc.
- _____ CCTV inspection report including size, material, pipe condition, and inspection date.
- _____ No connection to common backyard sewer or shared sewers, if visible.
- _____ Ejector or Sump pump if plumbing fixtures below grade (Sinks, tubs, toilets etc.)
- _____ Grease trap for restaurant or food processing facility.
- _____ Oil and sand interceptor for garages.
- _____ Plumbing riser diagram if grease trap, ejector pump or oil interceptor provided.

5) STORMWATER MANAGEMENT:

Check space on left hand side if plans comply and provide information specified

Projects that disturb one or more acre of land or place/replace quarter acre of more of impervious cover must comply with the Jersey City Stormwater Control Ordinance.

Total Land Disturbed: _____ Sq. FT Impervious Cover Added/Replaced: _____ Sq. FT

- _____ Total land disturbed.
- _____ Impervious cover added or replaced.
- _____ Detention system details.
- _____ Detention system calculations.

Name of Engineer/Architect who completed this form: _____

Signature: _____

Date: _____

Affix Embossed Seal: