



Your Authority. Hard at Work Serving You.

815 Bustleton Pike  
Richboro, PA 18954

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# Guidelines for Developers

(Last revised 9/10/96)

Resolution No. 96-631

## Feasibility Review

1. One (1) set of Plans for Feasibility Study shall be submitted to Township together with the applicable fees as set forth in the current Fee Schedule of the Northampton, Bucks County, Municipal Authority.
2. Authority shall advise Developer and Township, in writing, whether or not public water and/or sanitary sewers are feasible.

## Design Review

3. After Authority has declared public water and/or sanitary sewers feasible, Developer shall submit three (3) sets of plans, accompanied by the appropriate fees, for Design Review directly to Authority. Plans must be marked "Design Review," "microfilmed by Township," and dated, prior to submission to Authority.

**NOTE:** Plans must show water service and/or sanitary sewer lateral locations for all proposed buildings. Plans should show building locations and driveways.

4. At Design Review, Authority and/or its Consulting Engineers shall review the plans for conformity with Authority's Standards and Specifications, as well as workability. If the Fire Marshall makes recommendations, such recommendations shall also be noted. Authority and/or its Consulting Engineers shall compile the recommendations and provide Developer written comments, recommendations, and requirements.

Developer shall incorporate all changes required by Authority and shall resubmit six (6) sets of Plans marked "Final Plans." Authority and/or its Consulting Engineers shall stamp the plans "Approved," when Authority is satisfied with the Final Plans.

No changes shall be permitted on Final Plans stamped "Approved," without written concurrence of Authority.

## Agreement Preparation & Miscellaneous Requirements

5. Developer may not proceed with construction of a development until the necessary Public Water and/or Sanitary Sewer Improvement Agreement has been executed and funded and Developer has met the requirements of Paragraph 9 hereof. Requests for preparation of the agreement must be in writing and accompanied by Authority's Information Sheet, Contractor's Proposal and all applicable fees.
6. Authority shall prepare the agreement and present same to Authority's Solicitor for review. Upon approval by the Solicitor, the agreement shall be presented to the Developer for review and execution by both the Developer and the Financial Institution.



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**7.** To insure sufficient time for review, the following documents shall be submitted to the Administrative Assistant of Authority:

*Deed(s) of Easement with a 8 1/2" x 11" mylar plan of the easement*

*and a 8 1/2" x 11" paper print of the easement attached;*

*Deed of Dedication with a copy of the Final Subdivision Plan;*

*Certificate of Insurance from Developer;*

*Certificate of Insurance from Contractor;*

*Up-to-Date Title Report;*

*Letter(s) of Credit (if applicable);*

*and Developer's proof of ownership of land.*

Certificates of Insurance shall state the name of the job, that the limits of coverage are for each job, and the "Northampton, Bucks County, Municipal Authority" and its Consulting Engineer shall be named as "Additional Insured" on each Certificate.

Authority must receive approval from the Solicitor and Engineer of all documents before placing the agreement on the Agenda for Authority's execution. (See "Agenda Items - Approval Procedure" attached.)

Authority will not sign the agreement until after it has been signed by Developer and Financial Institution. Authority recognizes that the agreement may be signed without being funded (until settlement on construction loans, for example) in which event, it will be signed by Authority subject to Developer's agreement that the project may not proceed until Authority is notified, in writing, by Financial Institution that the agreement is funded and, in the case of an agreement funded by Letter(s) of Credit, the original Letter(s) of Credit are furnished to Authority and the requirements of Paragraph 10 hereof are satisfied.

**8.** Checks in the proper amounts necessary to cover water meters, water and sewer tapping fees, water and sewer connection fees, water and sewer customers facilities fees, builder's water fees, administrative fees, water modeling fee, road opening fees (if applicable), reimbursement/recapture fees (if Developer intends to request reimbursement/recapture), and all other applicable fees of Authority must be presented to Authority by noon five (5) working days prior to the anticipated date of execution of the agreement by Authority. The check amounts shall be verified and held (not deposited) by Authority until the agreement is executed. Fees for water meters shall be paid by separate check as outlined on the list of fees for the particular development.

Funds covering the construction and inspection costs shall be furnished by the establishing of escrow accounts or Letters of Credit, as required by the agreement, by Developer in Authority's name with a Federal or Commonwealth chartered lending institution which is authorized to conduct business within the Commonwealth of Pennsylvania.



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Where Letters of Credit are used, Developer shall be responsible for their renewal. Also, Developer shall be fully liable for all amounts due under any Letters of Credit and any costs associated therewith. If any payments under Letters of Credit are not promptly submitted to Authority, Authority shall have the right to require Developer to post cash escrow in an amount to cover all costs anticipated to be incurred concerning the Development (which costs shall be determined by Authority's Consulting Engineer). Developer shall be responsible for all legal costs if Authority should have to institute a lawsuit regarding any payments under the Letters of Credit.

**9.** Once the agreement is executed by Authority, Developer shall NOT begin construction of the water and/or sewer facilities until the agreement has been funded, all necessary permits are received by Authority AND a Pre-Construction Conference is held by Developer, Developer's Contractor, and Authority and the Public Works Director (if a Township road is involved).

### **Dedication**

See "Requirements for Dedication."

**NOTE:** ALL COMMUNICATIONS BETWEEN DEVELOPER AND AUTHORITY SHALL BE IN WRITING, OR CONFIRMED IN WRITING.

Attachments: [Requirements for Dedication](#)

[Agenda Items - Approval Procedure](#)



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## RESOLUTION NO. 95-617

RESOLUTION OF THE NORTHAMPTON, BUCKS COUNTY, MUNICIPAL AUTHORITY REVISING ITS "GUIDELINES FOR DEVELOPERS" ATTACHED TO ITS RATES, RULES, AND REGULATIONS AS EXHIBIT "C"

**WHEREAS**, the Northampton, Bucks County, Municipal Authority (hereinafter referred to as "Authority") has adopted "Guidelines for Developers" by Resolution No. 443; and

**WHEREAS**, the Authority wishes to further revise the Guidelines for Developers.

**NOW, THEREFORE, BE IT RESOLVED**, that the Authority hereby revises its "Guidelines for Developers" attached as Exhibit "C" to its Rules, as follows:

"7. ...Deed of Dedication with a copy of the Final Subdivision Plan...Certificates of Insurance shall state the name of the job, that the limits of coverage are for each job, and the Northampton, Bucks County, Municipal Authority and its Consulting Engineer shall be "Additional Named Insured" on each Certificate."

In all other respects, the Guidelines for Developers remain in full force and effect.

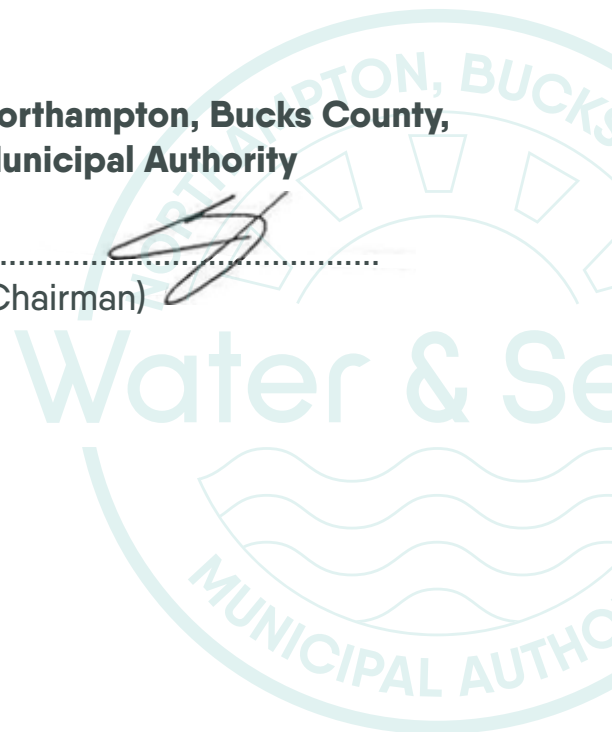
This Resolution **ADOPTED** at a Public Meeting held on the 24th day of October, 1995.

**ATTEST:**

.....  
(Secretary)

**Northampton, Bucks County,  
Municipal Authority**

.....  
(Chairman)



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## RESOLUTION NO. 95-613

RESOLUTION OF THE NORTHAMPTON, BUCKS COUNTY, MUNICIPAL AUTHORITY REVISING ITS "REQUIREMENTS FOR DEDICATION" ATTACHED TO ITS RATES, RULES, AND REGULATIONS AS EXHIBIT "D"

**WHEREAS**, the Northampton, Bucks County, Municipal Authority (hereinafter referred to as "Authority") has enacted Rates, Rules, and Regulations (hereinafter referred to as "Rules") and adopted its revised Rules by Resolution No. 540 and last revised its Requirements for Dedication as Exhibit "D" of the Rules by Resolution No. 93-555; and

**WHEREAS**, the Authority wishes again to revise its Requirements for Dedication.

**NOW, THEREFORE, BE IT RESOLVED**, that the Authority hereby revises its "Requirements for Dedication" attached as Exhibit "D" to its Rules, as follows:

"9. A. Deed(s) of Dedication (if not previously submitted) with the legal descriptions attached thereto together with the Final Subdivision Plan referenced therein;"

"9. C. Financial security in the form of cash for the cost of renewal or continuation of insurance policies required to be maintained by developer for the duration of the entire maintenance period after the Authority's formal acceptance of dedication of the sanitary sewer and/or public water facilities in an amount as follows:

1 to 19 unit development \$1,500.00

20 and over unit development \$2,500.00"

In all other respects, the Rules remain in full force and effect.

This Resolution **ADOPTED** at a Public Meeting held on the 24th day of October, 1995.

**ATTEST:**

.....  
(Secretary)

**Northampton, Bucks County,  
Municipal Authority**

.....  
(Chairman)