



**NORTHWEST BERGEN COUNTY
UTILITIES AUTHORITY**

30 Wyckoff Avenue
at Authority Drive
P.O. Box 255
Waldwick, NJ 07463

Tel: 201.447.2660
Fax: 201.447.0247
www.nbcua.com

VIA EMAIL

January 6, 2026

The Honorable Mayor and Council:

Borough of: Allendale
Franklin Lakes
Ho-Ho-Kus
Midland Park
Ramsey
Saddle River
Upper Saddle River
Waldwick
Township of: Mahwah
Wyckoff
Village of: Ridgewood

Dear Mayor and Council Members:

On December 17, 2025, the NBCUA adopted Resolution No. 87-2025 establishing the sewer connection fee for 2026. The fee for 2026 has been set at \$5,939.00 per 300 gallons (\$19.796 per gallon) per day, per service unit effective January 1, 2026, for calendar year 2026.

Municipalities are required to notify the NBCUA of all new connections expected or requested to be made to the sewer system. In addition, municipalities are not to issue a connection permit to any applicant prior to receiving notification from NBCUA of its approval of the connection application.

The Program requires only that the municipality submit a completed Municipal Connection Referral Form (enclosed) each time a connection application is received. In return, NBCUA will disperse, to the municipality, 15% of the fee collected, up to a maximum of \$10,000 per connection. The remaining portion of the fee will be considered as general revenue by the NBCUA and will serve to support the NBCUA annual capital and operating expenditures.

Thank you for your assistance and cooperation.

Sincerely,

NORTHWEST BERGEN COUNTY
UTILITIES AUTHORITY

Robert Laux
Executive Director

Encl. Resolution No. 87-2025
Sewer Connection Municipal Referral Form
Sewer Connection Application

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 87-2025

Date: December 17, 2025

AUTHORIZATION TO ADJUST CONNECTION FEE

WHEREAS, after a public hearing on December 6, 2006, as set forth in the Resolution adopted on said date, the Northwest Bergen County Utilities Authority (the "Authority") determined that it would be in the best interest of the public and the local government units it serves to institute a connection fee program in the manner prescribed by N.J.S.A. 40:14B-23, and to adopt the necessary amendments to the Authority's Rules, Regulations and Standards required to implement the connection fee program; and

WHEREAS, at the hearing on December 12, 2024, the Authority determined that the cost of the connection fee for the year 2025 would be \$5,757.00 per service unit as calculated in the 2025 Sewer Connection Fee Rate Study prepared by Wielkocz & Company, LLC; and

WHEREAS, the firm of Wielkocz & Company, LLC, the auditor for the Authority, has prepared a report entitled "2026 Sewer Connection Fee Rate Study Update" (hereinafter sometimes referred to as the "Report") for the Authority, with the assistance of the Authority staff, on the proper amount for a connection fee payable by an individual or party making a new connection to the System for the year 2026, in accordance with the formula set forth in N.J.S.A. 40:14B-22, for the privilege of making the connection ("2026 Sewer Connection Fee Rate Study Update"); and

WHEREAS, the connection fee per service unit as calculated in the Report is \$5,939.00; and

WHEREAS, on December 17, 2025, in accordance with the requirements of N.J.S.A. 40:14B-22, the Authority conducted a public hearing on the proposed adjustment of the connection fee prescribed by N.J.S.A. 40:14B-23; and

WHEREAS, the Authority, having considered, at the public hearing held on December 17, 2025: (i) 2026 Sewer Connection Fee Rate Study Update; and (ii) the statements of those attending the public hearing; and has determined that it would be in the best interest of the Authority to adopt an adjustment to the connection fee charge implemented for the year 2026; and

WHEREAS, the Authority has determined that the cost of the connection fee will be \$5,939.00 per service unit for 2026.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Northwest Bergen County Utilities Authority, as follows:

1. The Authority hereby establishes an adjustment to the connection fee of \$5,939.00 per service unit for 2026, effective as of January 1, 2026, until amended.
2. The Executive Director is hereby authorized to take any and all steps necessary for the implementation of the adjustment of the connection fee.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 87-2025

Date: December 17, 2025

AUTHORIZATION TO ADJUST CONNECTION FEE

3. The formal action(s) of the Commissioners of the Northwest Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14(b).

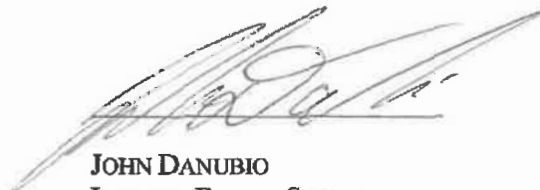


FRANK KELAHER, CHAIRMAN

RECORDED VOTE:

	Bonagura	Biale	Jordan	Lo Iacono	Tombalakian	Kelaheer	
Offered				✓			
Seconded			✓				
Aye	✓		✓	✓	✓	✓	
Nay							
Absent		✓					
Abstain							
Recuse							

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority December 17, 2025.



JOHN DANUBIO
INTERIM BOARD SECRETARY
DATE: December 17, 2025



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SEWER CONNECTION MUNICIPAL REFERRAL FORM

In accordance with Article XI of the RULES, REGULATIONS AND STANDARDS OF THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY (NBCUA), any person seeking to construct a direct *or* indirect connection to a NBCUA member municipal sewer system or to the NBCUA's system shall pay a connection fee to the NBCUA. Prior to receiving a NBCUA Sewer Connection Application, this form must be completed and faxed to the NBCUA by the municipal code enforcement office of the municipality in which the sewer connection will be completed. Once the form is received by the NBCUA, an NBCUA Sewer Connection Application will be sent to the applicant. Any questions regarding this form, please contact the NBCUA at 201-447-2660.

Municipality _____ Contact _____ Date ____/____/____

Street Address _____ Phone # _____

I certify that the information provided below is accurate.

Municipal Signature

1. APPLICANT (All correspondence will go to this address. Please print clearly.)

Name _____ Contact _____

Address _____ Phone # _____

City _____ State _____ Zip Code _____ Fax No _____

2. OWNER (if different from applicant)

Address _____ Phone # _____

City _____ State _____ Zip Code _____ Fax No _____

3. PROJECT ADDRESS:

City _____ BLOCK NO. _____ LOT NO. _____ State NJ Zip Code _____

DESCRIPTION: The project consists of _____

*Is the Property currently connected to the sewer? _____

4. This project is: a) New Build b) Knockdown/Rebuild c) Renovation/Addition

5. This project is: a) Residential; b) Commercial c) Industrial

6. For Residential Projects Only

Existing Structure	#	Proposed Structure	#
Number of Dwellings		Number of Dwellings	
# of 1 Bedrooms		# of 1 Bedrooms	
# of 2 Bedrooms		# of 2 Bedrooms	
# of 3 Bedrooms		# of 3 Bedrooms	

7. For Commercial Projects Only

Existing Structure	#	Proposed Structure	#
Number of Structures		Number of Structures	



SEWER CONNECTION APPLICATION



In accordance with Article XI of *Rules, Regulations and Standards of the Northwest Bergen County Utilities Authority*, any person seeking to construct a direct or indirect connection to a municipal sewer system or the NBCUA's system shall pay a connection fee to the NBCUA. In accordance with this rule, this **Sewer Connection Application** must be completed and submitted to the Northwest Bergen County Utilities Authority along with the connection fee payment.

INSTRUCTIONS

1. Complete page 2 of this application including name and address of the applicant and property owner and a complete description of the project.
2. Complete the **Sewer Connection Fee Calculation Sheet** to determine the total connection fee to be paid to the Northwest Bergen County Utilities Authority.
3. Initial the relevant section of the **Sewer Connection Submittal Requirement Checklist**. Submit all **TWA** forms and information, if required.
4. Submit **Sewer Connection Application** and **connection fee** to the Northwest Bergen County Utilities Authority at the address listed on page 7 of this application.

PLEASE BE ADVISED THAT MUNICIPALITIES ARE PROHIBITED FROM ISSUING A BUILDING PERMIT UNTIL A NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY SEWER CONNECTION ENDORSEMENT FORM IS ISSUED BY THE NBCUA.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

SEWER CONNECTION APPLICATION

Applicant/Owner – Project Information

1. APPLICANT (Endorsement will be mailed to this party.)

Name _____ Contact _____
Address: _____
City _____ State _____ Zip Code _____
Phone No. _____ Fax No. _____
Email address: _____

2. OWNER (If different from applicant)

Name _____ Contact _____
Address: _____
City _____ State _____ Zip Code _____
Phone No. _____ Fax No. _____
Email address: _____

3. PROJECT

Address: _____
City _____ State New Jersey Zip Code _____
Block _____ Lot _____

DESCRIPTION: The project consists of _____

Are any existing structures being demolished as part of this project? YES NO

If yes, please detail. _____

Referral Number _____
For NBCUA use only

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

SEWER CONNECTION APPLICATION

Sewer Connection Fee Calculation Sheet

SECTION A

If existing structure(s) is being demolished as part of this project and new development is constructed in its place at the same location, the applicant is entitled to a credit against the total amount of gallons to be produced by the proposed development.

If existing structures are being demolished as part of this project, please complete Section A. If no existing structures are being demolished as part of this project, please skip Section A and go directly to Section B.

SECTION A: FILL IN THE COLUMNS FOR THE CRITERIA THAT APPLY TO THIS APPLICATION FOR EXISTING STRUCTURES.

Type of Establishment	Measurement Unit	# of Units	Gallons per Day	GPD/Type
Residential Dwelling (single family home, duplex unit, townhouse, condominium, apartment)				
1-bedroom unit	per dwelling	_____	150	_____
2-bedroom unit	per dwelling	_____	225	_____
3-bedroom unit or larger	per dwelling	_____	300	_____
Residential Dwelling (age restricted)				
1-bedroom unit	per dwelling	_____	110	_____
2-bedroom	per dwelling	_____	170	_____
3-bedroom	per dwelling	_____	225	_____
Institution (includes staff)				
Hospital	per bed	_____	175	_____
Assisted living facility	per bed	_____	100	_____
Skilled nursing facility	per bed	_____	75	_____
Other institutions	per bed	_____	125	_____
Miscellaneous				
Office building (gross area)	per square foot	_____	0.100	_____
Store and shopping center (gross area)	per square foot	_____	0.100	_____
Factory/warehouse (add process wastewater)	per employee	_____	25	_____
Factory/warehouse w/showers (add process wastewater)	per employee	_____	40	_____
Laundromat	per machine	_____	580	_____
Bowling alley	per alley	_____	200	_____
Picnic park (restrooms only)	per person	_____	10	_____
Picnic park with showers	per person	_____	15	_____
Fairgrounds (based upon average attendance)	per person	_____	5	_____
Assembly hall	per seat	_____	3	_____
Airport (based on passenger use)	per passenger	_____	3	_____

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

SEWER CONNECTION APPLICATION

Section A Continued

Church (worship area only)	per seat	3	
Theater (indoor)	per seat	3	
Dinner theater	per seat	20	
Catering/banquet hall	per person	20	
Sports stadium	per seat	3	
Visitor's center	per visitor	5	
Multi-member swimming pool	per person	15	
Transit dwelling units			
Hotels	Bedroom	75	
Lodging houses and tourist homes	Bedroom	60	
Motels and tourist cabins	Bedroom	60	
Boarding houses (max. permitted occupancy)	Boarder	50	
Camps			
Campground/mobile rec. vehicle/tent	Site	100	
Parked mobile trailer site	Site	200	
Children's camps	Bed	50	
Labor camps	Bed	40	
Day camps - no meals	Person	15	
Restaurants (including washrooms and turnover)			
Average restaurant	Seat	35	
Bar/Cocktail lounges	Seat	20	
Fast food restaurant	Seat	15	
24 hours service restaurant	Seat	50	
Curb service/drive-in restaurant	Car space	50	
Clubs			
Residential	Member	75	
Nonresidential	Member	35	
Racquet club	(per court per hour)	80	
Bathhouse with shower	Person	25	
Bathhouse without shower	Person	10	
Schools (includes staff)			
No shower or cafeteria	Student	10	
With cafeteria	Student	15	
With cafeteria and showers	Student	20	
With cafeteria and showers and laboratories	Student	25	
Boarding	Student	75	
Automobile service station			
Service station	Per filling position	125	
Service bays	Per bay	50	
Mini-market	Per square foot	.100	

Section "A" Total GPD Credit

To the extent the existing structure(s) being demolished is not covered by the above criteria, the projected flow shall be proposed by the applicant based on similar operations or best professional judgment, and such projection shall be accepted, rejected, or modified by the NBCUA, exercising his reasonable discretion.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

SEWER CONNECTION APPLICATION

SECTION B

Please complete Section B for all structures proposed to be constructed for this project.

SECTION B: FILL IN THE COLUMNS FOR THE CRITERIA THAT APPLY TO THIS APPLICATION FOR PROPOSED STRUCTURES.

Type of Establishment	Measurement Unit	# of Units	Gallons per Day	GPD/Type
Residential Dwelling (single family home, duplex unit, townhouse, condominium, apartment)				
1-bedroom unit	per dwelling	_____	150	_____
2-bedroom unit	per dwelling	_____	225	_____
3-bedroom unit or larger	per dwelling	_____	300	_____
Residential Dwelling (age restricted)				
1-bedroom unit	per dwelling	_____	110	_____
2-bedroom	per dwelling	_____	170	_____
3-bedroom	per dwelling	_____	225	_____
Institution (includes staff)				
Hospital	per bed	_____	175	_____
Assisted living facility	per bed	_____	100	_____
Skilled nursing facility	per bed	_____	75	_____
Other institutions	per bed	_____	125	_____
Miscellaneous				
Office building (gross area)	per square foot	_____	0.100	_____
Store and shopping center (gross area)	per square foot	_____	0.100	_____
Factory/warehouse (add process wastewater)	per employee	_____	25	_____
Factory/warehouse w/showers (add process wastewater)	per employee	_____	40	_____
Laundromat	per machine	_____	580	_____
Bowling alley	per alley	_____	200	_____
Picnic park (restrooms only)	per person	_____	10	_____
Picnic park with showers	per person	_____	15	_____
Fairgrounds (based upon average attendance)	per person	_____	5	_____
Assembly hall	per seat	_____	3	_____
Airport (based on passenger use)	per passenger	_____	3	_____
Church (worship area only)	per seat	_____	3	_____
Theater (indoor)	per seat	_____	3	_____
Dinner theater	per seat	_____	20	_____
Catering/banquet hall	per person	_____	20	_____
Sports stadium	per seat	_____	3	_____
Visitor's center	per visitor	_____	5	_____
Multi-member swimming pool	per person	_____	15	_____
Transit dwelling units				
Hotels	Bedroom	_____	75	_____
Lodging houses and tourist homes	Bedroom	_____	60	_____
Motels and tourist cabins	Bedroom	_____	60	_____
Boarding houses (max. permitted occupancy)	Boarder	_____	50	_____

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

SEWER CONNECTION APPLICATION

Section B Continued

Camps			
Campground/mobile rec. vehicle/tent	Site	_____	100
Parked mobile trailer site	Site	_____	200
Children's camps	Bed	_____	50
Labor camps	Bed	_____	40
Day camps - no meals	Person	_____	15
Restaurants (including washrooms and turnover)			
Average restaurant	Seat	_____	35
Bar/Cocktail lounges	Seat	_____	20
Fast food restaurant	Seat	_____	15
24 hours service restaurant	Seat	_____	50
Curb service/drive-in restaurant	Car space	_____	50
Clubs			
Residential	Member	_____	75
Nonresidential	Member	_____	35
Racquet club	(per court per hour)	_____	80
Bathhouse with shower	Person	_____	25
Bathhouse without shower	Person	_____	10
Schools (includes staff)			
No shower or cafeteria	Student	_____	10
With cafeteria	Student	_____	15
With cafeteria and showers	Student	_____	20
With cafeteria and showers and laboratories	Student	_____	25
Boarding	Student	_____	75
Automobile service station			
Service station	Per filling position	_____	125
Service bays	Per bay	_____	50
Mini-market	Per square foot	_____	100

Section B Total GPD _____

To the extent the proposed development is not covered by the above criteria, the projected flow shall be proposed by the applicant based on similar operations or best professional judgment, and such projection shall be accepted, rejected, or modified by the NBCUA, exercising his reasonable discretion.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

SEWER CONNECTION APPLICATION

CONNECTION FEE SUMMARY

1. Section B Total GPD	_____	
2. Section A Total GPD Credit	_____	Credit (if any)
3. Total GPD (Section B - Section A)	_____	GPD
4. Connection Fee Rate (per gallon)	\$19.796	Rate
5. Total Connection Fee Due (line 3 x line 4)	_____	

Please make check payable to: Northwest Bergen County Utilities Authority

Mail completed package to:

**Northwest Bergen County Utilities Authority
30 Wyckoff Avenue @ Authority Drive
Box 255
Waldwick, New Jersey 07463**

Attn: Maureen Sullivan

Telephone: 201.447.2660

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

SEWER CONNECTION APPLICATION

Sewer Connection Submittal Requirement Checklist

INITIAL AS
ENCLOSED

- _____ 1. Accurate information from applicant/owner and project location and description has been provided in the fields on page 2 of this application.
- _____ 2. Municipal endorsement of the project (where applicable*).
- _____ 3. Endorsement of project by local sewer authority (where applicable*).
- _____ 4. The appropriate payment of the sewer connection fee as calculated in accordance with the attached **Sewer Connection Fee Calculation Sheet** or by the NBCUA.
Payment shall be in the form of a check or money order made payable to: **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**.
Please write the project address on the check or money order.
- _____ 5. If existing structure(s) is being demolished as part of this project, please provide the appropriate documents, such as the certificate of occupancy detailing the type and square footage of the structure being demolished.
- _____ 6. For any project requiring a **TREATMENT WORKS APPROVAL (TWA)** from the New Jersey Department of Environmental Protection (NJDEP), the following shall also be submitted.
 - One (1) original and one (1) copy of the Treatment Works Approval application (TWA-1) including plans and specifications. Drawings should be provided as .pdf files as well as hard copy.
 - One (1) original and one (1) copy of the Statements of Consent form (WQM-003)
 - One (1) original and one (1) copy of the Engineer's Report (WQM-006)
 - Two (2) copies of the Site, Utility, Profile, and Detail Plans for all underground facilities
 - TWA \$100 review fee.

The Connection Application Package shall, at a minimum, consist of all of the above that is applicable to be considered complete and may be mailed, or if hand-delivered – by appointment only, to the address below.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
30 Wyckoff Avenue, PO Box 255
Waldwick, NEW JERSEY 07463**

THE NBCUA REVIEW PROCESS WILL NOT COMMENCE UNTIL THE COMPLETED PACKAGE, INCLUDING CONNECTION FEE PAYMENT, HAS BEEN RECEIVED.

I HEREBY CERTIFY THAT THE INFORMATION PROVIDED IN THIS SEWER CONNECTION APPLICATION IS TRUE, CORRECT, AND COMPLETE TO THE BEST OF MY INFORMATION AND BELIEF. I AM AWARE THAT I AM SUBJECT TO PENALTIES OF LAW IF ANY OF THE INFORMATION IN THIS SEWER CONNECTION APPLICATION IS WILLFULLY FALSE.

Submitted by:

_____ (signature)

_____ (print name)

_____ (date)

* Contact NBCUA