



Sewer Use Permit Application for Allocation

City of Lebanon, NH
Department of Public Works
193 Dartmouth College Highway
Lebanon, NH 03766
Tel: (603) 448-3112
Email: UtilityPermits@lebanonnh.gov

1. Application:

Applicant Name _____	Phone: _____
Mailing Address: _____	
Email: _____	
Property Owner (if different) _____	Phone: _____
Mailing Address: _____	
Email: _____	
Location of Work (Physical Address): _____	
Tax Map: _____	Lot: _____
Project Name (if applicable) AND Description of Work: _____	

Please see the attached sheets for Directions and Calculation Examples

<input type="checkbox"/> Single Family (1 or 2 Family) Proposed: # of 1 Bedrooms= _____ units X 105 gpd= _____ gpd # of 2 Bedrooms= _____ units X 160 gpd= _____ gpd # of 3 bedrooms= _____ units X 210 gpd= _____ gpd # of 4 bedrooms= _____ units X 280 gpd= _____ gpd Subtotal= _____ gpd	<input type="checkbox"/> Conversion/Expansion of Use Existing Use: _____ Existing Flows: _____ gpd Proposed Use: _____ Proposed Flows: _____ gpd Total New Flows: _____ gpd (Subtract Proposed from Existing)
<input type="checkbox"/> Multi Family (3+ units) Proposed: # of Studio= _____ units X 60 gpd= _____ gpd # of 1 Bedrooms= _____ units X 60 gpd= _____ gpd # of 2 Bedrooms= _____ units X 90 gpd= _____ gpd # of 3 bedrooms= _____ units X 120 gpd= _____ gpd Subtotal= _____ gpd	Total Sewer Units Requested= _____ S.U. (Divide gpd by 210 and round up to the nearest whole number)

Commercial/ Industrial (Please use attached Calculation Sheet)
Commercial Uses: Use NHDES Env-1008, Table 1008-1 Wastewater Unit Flowrates x 50% factor
Industrial Uses: Provide estimated sewage flowrates to the City for review and approval.

This application for Sewer Allocation is made by the undersigned who agrees, as the authorized representative or owner that the information provided herein is complete and accurate. The applicant understands and agrees that if the information provided is not complete and accurate, additional fees could be imposed. The undersigned further acknowledges that he/she is familiar with and agrees to abide by the City of Lebanon's Sewer Use Regulations.

Authorized Signature _____ Date _____



Sewer Use Permit (Application for Allocation) Fees & Process

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FEE SCHEDULE

Base Application Fee \$250.00

Residential Fees based on # of Dwelling Units

Commercial & Industrial Fees based on # of Sewer Units (1 Sewer Unit = 210 gallons per day)

SEWER USE PERMIT FEE (For new and modified sewer services)

Residential (to include multifamily) \$250 for first dwelling unit, plus \$100 for each additional dwelling unit

Commercial/ Industrial: \$250 for first Sewer Unit, plus \$100 for each additional sewer unit rounded to the next whole sewer unit.

*SEWER DEVELOPMENT CHARGE

Lebanon Wastewater Treatment Plant: \$3,006 per Sewer Unit rounded up to the tenth of a sewer unit.

Hanover Wastewater Treatment Plant: \$953 per Sewer Unit rounded up to the tenth of a sewer unit.

*20% of SDC due within 30 days of receipt of Notice of Allocation for project requiring Planning Board Review

*100% of SDC due within 30 days of receipt of Notice of Allocation for projects not requiring Planning Board Review

CAPACITY ANALYSIS

A sewer model is required to determine available capacity for all projects proposing flows over 5,000 gpd of average daily flow. The fee will be determined on a case-by-case basis and will be dependent upon the project location and complexity of the model run.

SEWER USE ALLOCATION (Under 5,000 gpd)

1. **Submit Application & Pay \$250 Base Application Fee:** If emailing application, please send to UtilityPermits@LebanonNH.gov.

PLANNING BOARD NOT REQUIRED

- A. *Allocation Determination Made
- B. Invoice #1 Issued for dwelling/sewer units above 1st unit (payment due before Notice of Allocation is issued)
- C. Notice of Allocation Issued with Invoice #2 (Invoice #2 is FULL SDC which is due when Sewer Permit is Issued)

PLANNING BOARD REQUIRED

- A. *Allocation Determination Made
- B. Invoice #1 Issued for dwelling/sewer units above 1st unit (payment due before Notice of Allocation is issued)
- C. Notice of Allocation Issued with Invoice #2 (Invoice #2 is 20% SDC which is due within 30 days of receipt. Remaining 80% due when PB approval is obtained and Sewer Permit is Issued)

SEWER USE ALLOCATION (Over 5,000 gpd)

1. **Submit Application, \$250 Base Application Fee, and Fee for Model Run:** If emailing application, please send to UtilityPermits@LebanonNH.gov.

2. Model Run and *Allocation Determination Made

3. Invoice #1 Issued for dwelling/sewer units above 1st unit (payment due before Notice of Allocation is issued)

4. Notice of Allocation issued with Invoice #2 (Invoice #2 is 20% of SDC which is due within 30 days of receipt. Remaining 80% due when PB approval is obtained and Sewer Permit is Issued)

*Denial of a Notice of Allocation may be appealed to the Council for reasons other than lack of capacity within the system to accommodate proposed development.

If it is determined that capacity does not exist to serve the proposed development, applicant may request to be added to Capacity Allocation Waiting List.



Sewer Use Permit Example Calculations

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Sample Calculations: *1 Sewer Unit (S.U.)=210 gpd*

Please Note: When applying for a Utility Permit Flows to Hanover will be calculated based off of Hanover Flow numbers and peaked at the hanover rate. Additional Fee's to Hanver will apply.

Example 1: 3 bedroom single family House=210 gpd of Average Daily Flow, 1 Sewer Unit

Multiplied by the Peaking factor of 3.5= 735 gpd

Less than 5,000 gpd of Average Daily flow so no model run needed.

Fees: Sewer Use Permit Fee=1 Sewer Unit= \$250

Sewer Development Charge=1 Sewer Unit= \$3,006; 20% Due 30 days after
Notice of Allocation=\$601.20

Example 2: Multi-Family Residential

150 Units: Mix of studio, 1 bedrooms and 2 bedrooms

●50 Studio Apartments

$60 \text{ gpd} \times 50 \text{ units} = 3,000 \text{ gpd}$

●50 1 bedroom Apartments

$60 \text{ gpd} \times 50 \text{ units} = 3,000 \text{ gpd}$

●50 2 bedroom Apartments

$90 \text{ gpd} \times 50 \text{ units} = 4,500 \text{ gpd}$

Total=10,500 gpd Average Daily Flow $10,500 \text{ gpd} / 210 \text{ gpd} / \text{SU} = 50 \text{ S.U.}$

Peaked= $3.5 \times 10,500 \text{ gpd} = 36,750 \text{ gpd}$

More than 5,000 gpd model run needed

Fees: Sewer Use Permit Fee=1 Sewer Unit= \$250, 149 units x \$100, Total= \$15,150

Sewer Model Fee: \$5,500

Sewer Development Charge=50.0 Sewer Unit= \$150,300; 20% Due 30 days
after Notice of Allocation=\$30,060

Example 3: Commercial= 40 Seat Restaurant with 8 employees

NHDES Env-Wq1008 Standard (multiple by 50% for City of Lebanon Flows)

With 50% Taken per Lebanon Code Chapter 163-104 Sewage Flow Estimates

NHDES Restaurant=40 gpd/ per seat=(40 gpd/seat x 50%) x 40 seats=800 gpd

NHDES Restaurant=20 gpd/ per employee=(20 gpd/employee x 50%) x 8 employees=80 gpd

Average Daily Flow Total= 880 gpd $880 \text{ gpd} / 210 \text{ gpd} / \text{S.U.} = 4.2 \text{ Sewer Units}$

Peaked by 3.5= 3,080 gpd

Less than 5,000 gpd so no model run needed

Fees: Sewer Use Permit Fee=1 Sewer Unit= \$250, 4 units x \$100, Total= \$650

Sewer Development Charge=4.2 Sewer Unit= \$12,625.20; 20% Due 30
days after Notice of Allocation=\$2,525.04