INSTRUCTIONS FOR COMPLETING THE APPLICATION FOR DOCUMENTATION OF CERTIFICATION FORM

1. COMPLETE THE APPLICATION FORM. PLEASE TYPE OR PRINT CLEARLY THE INFORMATION REQUIRED. DO NOT LEAVE ANY BLANK SPACES, WRITE IN N/A OR UNKNOWN IN THE SPACES PROVIDED.

   WHOEVER IS APPLYING FOR THE TEST AND FILLING OUT THE APPLICATION WILL BE CONSIDERED THE APPLICANT.

   APPLICATIONS AND INSTRUCTION FORMS CAN BE OBTAINED FROM OUR WEB SITE AT *www.matsf.net* OR AT THE AUTHORITY OFFICE:

2. **MAIL YOUR COMPLETED APPLICATION AND PAYMENT TO:**

MUNICIPAL AUTHORITY OF THE TOWNSHIP OF SOUTH FAYETTE
700 Holland Street
Bridgeville PA. 15017

PHONE: 412-257-5100 ** FAX: 412-257-5125**
BUSINESS HOURS: 8:00 AM TO 4:30 PM ** MONDAY THROUGH FRIDAY**
Payment either by cash or check only. If paying by check after normal business hours, a drop box is available at the office entrance. DO NOT DEPOSIT CASH IN THE DROP BOX.

✓ **MAKE CHECK PAYABLE TO: MATSF**

THE FEE TO PERFORM THE BASIC INSPECTION FOR INFLOW SOURCES (DYE TEST) ALONG WITH TELEVISING (CCTV INSPECTION) OF THE LATERAL IS AS FOLLOWS:

- **EFFECTIVE JANUARY 1, 2022, $ 225.00 WITH APPLICATION/PAYMENT RECEIVED AT LEAST 7 BUSINESS DAY IN ADVANCE.**
- **$ 325.00 WITH LESS THAN 7 BUSINESS DAYS NOTICE OR IF TEST IS SCHEDULED TO BE DONE AFTER 2:00 P.M. ON WEEKDAYS.**
- **IF THE PRIVATE LATERAL EXCEEDS 100 FEET IN LENGTH, AN ADDITIONAL FEE OF $0.50/FOOT WILL BE DUE AFTER THE INSPECTION IS COMPLETED AND THE EXACT FOOTAGE IS DETERMINED.**
- **A COPY OF THE LATERAL TELEVISING VIDEO WILL BE PROVIDED ON USB FLASH DRIVE FOR AN ADDITIONAL $15.00 FEE.**

FEE IF ONLY A BASIC DYE TEST IS REQUIRED:

IN THE EVENT THAT TELEVISING OF THE LATERAL HAS ALREADY BEEN PERFORMED WITHIN A PRIOR 3 YEAR PERIOD, THE ONLY MANDATED INSPECTION IS THE BASIC DYE TEST FOR DIRECT SOURCES OF INFLOW SUCH AS DOWNSPOUTS, AREA DRAINS, ETC. THE COST FOR THIS INSPECTION IS:

- **$ 50.00 IF APPLICATION/PAYMENT IS RECEIVED AT LEAST 7 BUSINESS DAYS IN ADVANCE.**

- **$ 75.00 WITH LESS THAN 7 BUSINESS DAYS.**

✓ OUR OFFICE MUST RECEIVE THE APPLICATION AND PAYMENT PRIOR TO THE SCHEDULING OF THE INSPECTION. UNLESS THE PROPERTY HAS INTERNAL FRENCH DRAINS OR SUMP PUMPS, ALL OF THE INSPECTION ACTIVITIES BY MATSF PERSONNEL ARE TYPICALLY DONE WITHOUT THE NEED TO ENTER THE PREMISE AND WITHOUT THE NEED FOR THE HOMEOWNER OR THEIR REPRESENTATIVE TO BE PRESENT. HOWEVER, SHOULD THE OWNER OR THEIR REPRESENTATIVE WANT TO BE PRESENT DURING THE INSPECTION, OR IF THERE ARE INTERNAL FREANCH DRAINS OR SUMP PUMPS, A SPECIFIC TIME AND DATE FOR THE INSPECTION WILL NEED TO BE ESTABLISHED WITH MATSF. MATSF DOES NOT TELEVISE ANY OF THE INTERNAL BUILDING SANITARY SEWERS OR VERIFY THE CONDITION OF ANY BUILDING STORM DRAIN.

✓ THE BASIC DYE TEST IS MEANT TO IDENTIFY ANY DIRECT ILLEGAL CONNECTIONS TO THE SYSTEM AND/OR PROBLEMS WITH VENTS, CLEANOUTS, ETC. THIS BASIC INSPECTION IS MANDATED TO COMPLY WITH ADMINISTRATIVE CONSENT ORDERS BETWEEN SOUTH FAYETTE TOWNSHIP MUNICIPAL AUTHORITY AND THE ALLEGHENY COUNTY HEALTH DEPARTMENT AND TOWNSHIP ORDINANCE NO. 401. THE BASIC DYE TEST MUST BE PERFORMED BY MATSF PERSONNEL.

✓ THE CCTV LATERAL INSPECTION IS MANDATED BY AUTHORITY RULES AND REGULATIONS FOR EACH PROPERTY TRANSFER (AND FOR BUILDING ADDITIONS/MODIFICATIONS THAT REQUIRE A TOWNSHIP BUILDING PERMIT ALONG WITH AN ALLEGHENY COUNTY PLUMBING PERMIT) UNLESS SUCH AN INSPECTION HAS ALREADY BEEN PERFORMED ON THAT LATERAL WITHIN A PRIOR 3 YEAR PERIOD. IN THOSE CASES, LATERAL TELEVISING IS NOT MANDATED BUT THE AUTHORITY MAKES NO REPRESENTATION THAT THE LATERAL CONDITION HAS NOT DETERIORATED SINCE THE PREVIOUS INSPECTION. **EVEN THOUGH A LATERAL INSPECTION MAY NOT BE MANDATED, UPON REQUEST, THE AUTHORITY WILL PROVIDE AN UPDATED INSPECTION OF THE LATERAL UPON RECEIPT OF THE APPLICABLE FEE.** THE FEES CALLED OUT ON THESE INSTRUCTIONS ENVISION MATSF PERSONNEL PERFORMING THE LATERAL INSPECTION WORK. SHOULD THE APPLICANT CHOOSE TO USE A 3RD PARTY FIRM TO TELEVISE THE LATERAL, PLEASE CONTACT THE AUTHORITY OFFICE IN ADVANCE FOR DETAILS AS TO THE REQUIRED WORK AND THE ASSOCIATED FEES TO BE IMPOSED BY THE AUTHORITY FOR ADMINISTRATIVE AND ANY ASSOCIATED FIELD COSTS.

✓ EXCEPT FOR CONDITIONS LISTED BELOW, THE PROPERTY MUST PASS THE BASIC DYE TEST INSPECTION FOR DIRECT INFLOW SOURCES AND THE LATERAL TELEVISING INSPECTION. STRUCTURES FAILING THE INSPECTIONS WILL REQUIRE CORRECTIVE ACTION TO REMEDY THE CIRCUMSTANCE(S). WHEN THE INSPECTIONS CAN NOT BE

PERFORMED PRIOR TO CLOSING DUE TO WEATHER, OR WHEN DEFECTS ARE IDENTIFIED THAT CAN NOT BE ADDRESSED PRIOR TO THE CLOSING DATE, THE FOLLOWING PROCEDURES APPLY:

IF THE INSPECTION CAN NOT BE PERFORMED DUE TO WEATHER CONDITIONS AND THE CLOSING DATE CANNOT BE ALTERED, AN OPTION IS TO OBTAIN A TEMPORARY DOCUMENT OF CERTIFICATION. THE ASSOCIATED AGREEMENT FOR THIS TYPE OF SITUATION PROVIDES FOR A MINIMUM $4,000.00 ESCROW TO BE WITHELD AT THE TIME OF CLOSING. AFTER THE DYE TEST/CCTV INSPECTION HAS BEEN PERFORMED AND ASSUMING NO PROBLEMS ARE IDENTIFIED, THE AUTHORITY WILL AUTHORIZE THAT THE $4,000.00 BE RELEASED. IN THE ABSENSE OF A CONTRARY AGREEMENT AMONG THE PARTIES, IT IS IMPORTANT TO NOTE THAT THE BUYER OF THE PROPERTY WILL BE ULTIMATELY RESPONSIBLE FOR SCHEDULING THE INSPECTION AND CORRECTING IDENTIFIED DEFICIENCIES.

SHOULD THE RESULTS OF THE INSPECTION INDICATE A "FAILURE" THAT CAN NOT BE REMEDIED PRIOR TO THE PROPOSED CLOSING DATE, A TEMPORARY DOCUMENT OF CERTIFICATION CAN BE ISSUED THAT PROVIDES FOR THE PROPER REPAIRS TO BE DONE AFTER THE CLOSING DATE. THE ASSOCIATED AGREEMENT FOR THIS TYPE OF SITUATION PROVIDES FOR A MINIMUM ESCROW AMOUNT TO BE WITHELD BASED UPON SUBMITTAL OF A CONTRACT WITH A REGISTERED MASTER PLUMBER PROVIDING A QUOTE TO PERFORM THE REQUIRED WORK. THAT AMOUNT (OR A GREATER AMOUNT) SHOULD BE WITHHELD AT CLOSING TO GUARANTEE THAT THE WORK WILL BE PERFORMED. IN THE ABSENSE OF A CONTRARY AGREEMENT AMONG THE PARTIES, IT IS IMPORTANT TO NOTE THAT THE BUYER OF THE PROPERTY WILL BE ULTIMATELY RESPONSIBLE FOR CORRECTING IDENTIFIED DEFICIENCIES. THE TEMPORARY DOCUMENT OF CERTIFICATION WILL TYPICALLY ALLOW 30 DAYS FOR COMPLETION OF THE REQUIRED WORK UNLESS AN EXTENSION IS GRANTED BY THE AUTHORITY.

- ✓ SHOULD THE PROPERTY OWNER OF AN AUTHORIZED REPRESENTATIVE CHALLENGE THE FINDINGS OF A GIVEN INSPECTION, AN APPEAL CAN BE MADE TO THE AUTHORITY APPEAL BOARD BY FILLING OUT THE APPROPRIATE FORM AND SUBMITTING IT TO THE AUTHORITY OFFICE WITHIN 20 DAYS OF THE INSPECTION. THE AUTHORITY APPEAL BOARD WILL CONVENE WITHIN 30 DAYS OF SAID FILING TO HEAR THE APPEAL, AND WILL MAKE A DECISION WITHIN 3 BUSINESS DAYS AFTER THE HEARING.

- ✓ THE PRECEDING REPRESENTS CONDENSED INSTRUCTIONS AS TO THE REQUIRED TIME OF SALE INSPECTION PROGRAM. SIMILAR INSPECTIONS ARE ALSO REQUIRED IF CERTAIN PROPERTY IMPROVEMENTS ARE MADE THAT REQUIRE A TOWNSHIP BUILDING PERMIT ALONG WITH AN ALLEGHENGY COUNTY HEALTH DEPARTMENT PERMIT. ADDITIONAL DETAILS REGARDING THIS PROGRAM ARE INCORPORATED IN THE AUTHORITY'S RULES AND REGULATIONS. IN THE EVENT OF A CONFLICT BETWEEN THESE CONDENSED INSTRUCTIONS AND THE RULES AND REGULATIONS, THE RULES AND REGULATION LANGUAGE SHALL PREVAIL.