

Residential and Commercial Wastewater Connection Permit Application

**Town of Orleans, Massachusetts
Board of Water and Sewer Commissioners**

**THIS APPLICATION MUST BE FILLED OUT COMPLETELY.
ANY LINES LEFT BLANK WILL RESULT IN APPLICATION BEING RETURNED.**

Connection Deadline: _____

*Properties not connected by the above noted date may be
subject to a Board of Health show-cause hearing*

Section 1 - General Information

A. Property Owner's Name:

B. Property Address:

C. Owner's Mailing Address:

D. Telephone Number/Email/Cell Phone Number:

E. Name of Applicant, if not Property Owner:

F. Name, Address, Contact Name, Telephone Number, Cell Phone Number, and License Number of
Licensed Drain Layer:

G. Name, Address, Contact Name, Telephone Number, Cell Phone Number, and License Number of
Property Owner's Engineer:

H. Type of Commercial Establishment (if applicable):

Section 2 - Building Description

A. Describe building (single family residence, two family residence, apartment building, commercial
building, etc.):

B. Assigned Title V Design Flow (per Health Department):

C. For commercial/institutional properties, will food be served at this establishment?

Yes No N/A

Note: Exterior grease traps are required at all restaurants, food establishments, and similar
establishments.

Business owner must complete FOG class, submit permit application, and receive permit prior to
submitting this application.

- D. Attach eight (8) plans and specifications of proposed building and connection, prepared and stamped by the Design Engineer Registered in the Commonwealth of Massachusetts. Plans shall be minimum horizontal scale of 1-inch = 40-feet and a vertical scale of 1-inch = 4-feet or larger.

Section 3 - Consumption and Usage

- A. Existing water usage records, if applicable
- B. Any additional estimated water consumption information and data

Section 4 - Other Permits - Copies of all applicable permits and administrative reviews listed below must be attached to application. Application will not be reviewed unless all documents are included.

- A. Approved DWCP Abandonment Permit
- B. Conservation Administrative Review for any property within a buffer zone
- C. Plumbing Permit for all Food Service Establishments or any property with change to internal plumbing
- D. Approved Fats, Oils, Grease Permit, if applicable

Section 5 - Record Drawings

- A. Per 13 CMR 15.00, a Certificate of Compliance will not be issued until Record Drawings have been received by the Department. **Record Drawings must be submitted within 14 days of the completion of work.**

Section 6 - Certification

In consideration of the granting of this permit, the undersigned property owner agrees to the following:

- A. To accept and abide by all **Sewer Use Rules and Regulations** of the Town.
- B. To maintain the connection to the Town's wastewater system at no expense to the Town.
- C. To furnish and install the connection in full accordance with the **Appendix H - Standard Specifications for Sewer Design and Construction, Appendix I – Construction Details** of these **Sewer Use Rules and Regulations, and the plans approved by the Department.**

I hereby certify that I shall adhere to the Town's **Sewer Use Rules and Regulations** and I understand that failure to adhere to all discharge limitations and to the Town's **Sewer Use Rules and Regulations** will be cause for a hearing by the Board of Water and Sewer Commissioners.

Signature of Applicant

Name of Applicant, if different from Property Owner

Signature of Property Owner

Name

Date

CONTRACTOR/APPLICANT CHECKLIST

If any of the below are answered "no" there may be a delay in processing this application

- | | | | |
|---|-----|----|-----|
| 1. Conservation Administrative Review, if applicable, is attached | Yes | No | N/A |
| 2. Plumbing Permit, if applicable, is attached | Yes | No | N/A |
| 3. Fats Oils and Grease Permit, if applicable, is attached | Yes | No | N/A |
| 4. Disposal Works Construction Permit application for abandonment of existing sewerage disposal system(s) is attached | Yes | No | N/A |
| 5. Disposal Works Construction Permit fee is attached | Yes | No | N/A |
| 6. Trench Permit application is attached | Yes | No | N/A |
| 7. Trench Permit fee is attached | Yes | No | N/A |
| 8. If street opening permit or state highway opening permit is required, contact DPW and attach copy | Yes | No | N/A |
| 9. Eight (8) sets of plans are attached (see scale requirements in Section 2, D.) | Yes | No | N/A |
| 10. Connection application fee is attached | Yes | No | N/A |
| 11. Application is complete, there are no blanks, and has been signed by applicant and property owner | Yes | No | N/A |

DO NOT WRITE BELOW THIS LINE - FOR OFFICIAL USE ONLY
TO BE COMPLETED BY THE TOWN

Signature of Department Staff

Name of Department Staff

Title of Department Staff

Date