

## **Sewer Service Connection Verification Letter**

### **RESPOND BY SEPTEMBER 4, 2020, IF REQUIRED**

Dear SPECIFIC Property Owner:

The Orleans Board of Water and Sewer Commissioners through the Department of Public Works and Natural Resources requests that each property owner review his/her planned Sewer Service Connection as part of information gathering for the Downtown Area Sanitary Sewer Collection System and Pumping Station Project that will begin in September of 2020 and is planned to be completed in July of 2022. The information requested herein is specific to your property and will be incorporated into the project to optimize your sewer service connection location by:

- (a) locating the new sewer service connection at a point best suited to the present building plumbing;
- (b) locating the new sewer service connection at a point best suited to accommodate any anticipated future property updates/modifications;
- (c) minimizing the disturbance to your property; and
- (d) minimizing the cost for you to install the sewer service connection on your property.

Every effort will be made to incorporate your preferences during the construction phase of the project.

Over the two-year construction period, a sewer line will be installed in your street and a sewer service connection stub will be installed from the pipeline to your property line. Please note, this project will only install the sewer service connection stub up to your property line and it is your responsibility to complete the sewer service connection from the property line to your building in accordance with the Town's **Sewer Use Rules and Regulations**. (<https://www.town.orleans.ma.us/department-of-public-works-and-natural-resources/sewer-construction-information/pages/sewerrulesregs>).

We request that you review the attached plan of your property, which includes the current proposed location of the sewer stub. Please take note of the following and let us know if you find discrepancies as you review the plans:

- Property owner's name;
- House or business number and street name;
- Location of site features (i.e., driveways, sidewalks, large trees, sheds, garages, decks, etc.);
- Location of where the existing waste pipe exits the building;
- Location of existing septic tanks, cesspools, leaching fields, pump chambers, etc. (as applicable);
- Location of above and below ground utilities, if known (i.e., water, gas, electric, etc.);
- Proposed location of the new sewer connection stub to your property.

## Information and Instructions for Changing the Sewer Service Connection Location

1. If you would like to make any changes to the proposed location of your sewer stub, please mark on the plan where you would like it to be moved to and mail the plan and your contact information by **September 4, 2020** to:

Mr. Martin "Reggie" Donoghue, P.E., AECOM  
c/o DPW&NR  
40 Giddiah Hill Road  
Orleans, MA 02653

Telephone: 508-237-7161

E-Mail: [martin.donoghue@aecom.com](mailto:martin.donoghue@aecom.com)

If email is easier, please scan or take a picture of the entire plan with the proposed new location on it and email it with your contact information to Mr. Donoghue at [martin.donoghue@aecom.com](mailto:martin.donoghue@aecom.com).

2. As required by regulation, a permit from the Department of Public Works and Natural Resources is required for hook-up to the Town's wastewater collection system. Only one Sewer Service Connection will be allowed per property unless otherwise approved by the Department of Public Works and Natural Resources. Permits for connecting to the Town's wastewater collection system can only be issued to utility contractors licensed by the Town of Orleans, MA. Applications for permits will be available through the Department of Public Works and Natural Resources. Additional information on how to find licensed utility contractors and permit applications will be forthcoming within the Town of Orleans' sewer Property Owner's Guidebook that you will receive by mail very soon. The Property Owner's Guidebook will also be available on the Town's Website.
3. Sewer Service Connections shall be made to the building plumbing system only. Typically, this would begin outside of your building where your main waste line exits the foundation. Sewer Service Connections are not permitted to the existing septic tank, septic pump chamber or cesspool.
4. Storm water, surface water, ground water, roof runoff, submerged drainage and/or sump pumps shall not be discharged into Town's wastewater collection system.
5. No Sewer Service Connection, from the Town's wastewater collection system in the street to the property line, will be changed and/or added after construction is completed.
6. All Sewer Service Connections must be installed per the Town of Orleans Sewer Use Rules & Regulations. <https://www.town.orleans.ma.us/departement-of-public-works-and-natural-resources/sewer-construction-information/pages/sewerrulesregs>

If you need assistance in responding to this request, please contact:

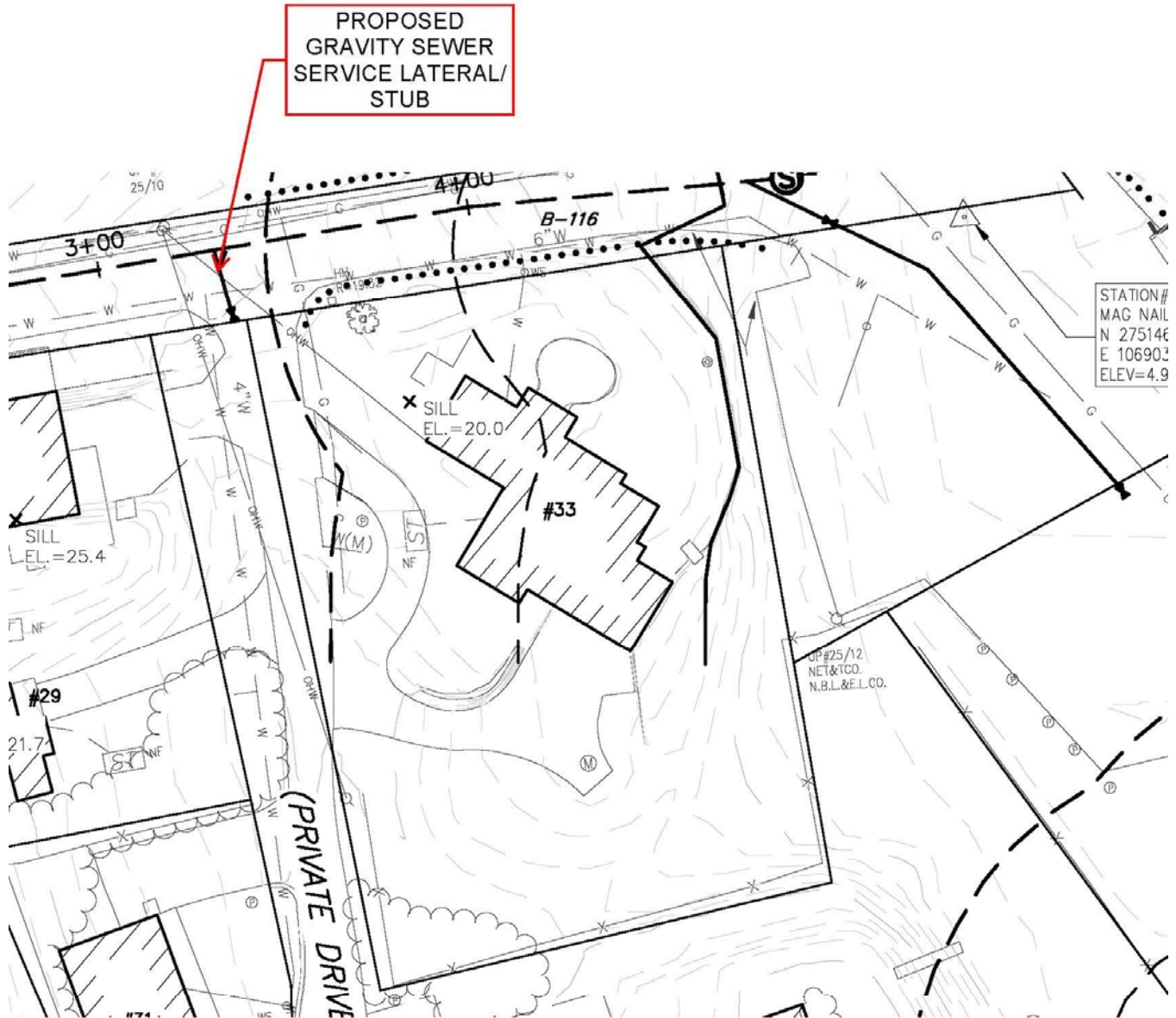
Mr. Martin "Reggie" Donoghue, P.E.  
AECOM Technical Services, Inc.  
Telephone: 508-237-7161  
E-Mail: [martin.donoghue@aecom.com](mailto:martin.donoghue@aecom.com)

Thank you for your cooperation.



Richard Hartmann  
Chair, Board of Water and Sewer Commissioners

# EXAMPLE



33 Cove Road

NOT TO SCALE

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