



BRP WP 67 Approval for Pumping Sewage Prior to Septic Tank

Instructions and Supporting Materials

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Introduction

MassDEP *Permit Applications*, as well as *Instructions & Support Materials*, are available for download from the MassDEP Web site at mass.gov/dep in two file formats: Microsoft Word™ and Adobe Acrobat PDF™. Either format allows documents to be printed.

Instructions & Support Materials files in Microsoft Word™ format contain a series of documents that provide guidance on how to prepare a permit application. Although we recommend that you print out the entire package, you may choose to print specific documents by selecting the appropriate page numbers for printing.

Permit Applications in Microsoft Word™ format must be downloaded separately. Users with Microsoft Word™ 97 or later may complete these forms electronically.

Permitting packages in Adobe Acrobat PDF™ format combine *Permit Applications* and *Instructions & Support Materials* in a single document. Adobe Acrobat PDF™ files may only be viewed and printed without alteration. *Permit Applications* in this format may not be completed electronically.



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Permit Fact Sheet

1. What is the purpose of this approval?

This approval is necessary to ensure that the disposal of sanitary sewage through the use of a subsurface sewage disposal system is performed in an environmentally acceptable manner and in accordance with the provisions of Title 5 of the Environmental Code, 310 CMR 15.000.

For a single-family dwelling designed in accordance with the provisions of 310 CMR 15.229(1) and (2), approval for pumping sewage prior to the septic tank is required only from the local approving authority; no MassDEP approval is required for such systems. However, in accordance with 310 CMR 15.229(3), all other types of facilities need MassDEP approval. MassDEP is the local approving authority for state and federal facilities, and reviews applications for pumping sewage prior to septic tanks at these facilities under another permit, BRP WP 63.

Any individual, business or organization proposing to pump sewage prior to its entrance to a septic tank as part of a Title 5 disposal system pursuant to 310 CMR 15.229(3), but excluding systems designed and approved pursuant to 310 CMR 15.229(1) and (2).

2. What other requirements should be considered when applying for this approval?

Only approval from the local approving authority is required for pumping sewage prior to septic tanks for a single family dwelling designed in accordance with the provisions of 310 CMR 15.229(1) and (2). No MassDEP approval is required for such systems.

MassDEP is the local approving authority for state and federal facilities. All approvals for pumping sewage prior to a septic tank for state and federal facilities are reviewed under another permit: BRP WP 63.

Note: This information on additional requirements is intended to serve as a guide to the applicant. Other requirements may also apply.

4. What is the application fee?

The application fee is \$70.

5. What is the Primary Permit Location? What is the Reserve Copy Location?

Primary Permit Location:

Department of Environmental Protection (2 copies)

_____ * Regional Office

Title 5 Permitting Program

*Find your region: <http://mass.gov/dep/about/region/findyour.htm>

There are no Reserve Copy Locations for these permits.

6. Where can I get a copy of the timelines?

The timelines are available on the MassDEP Website: www.mass.gov/dep/service/online/fees.htm

7. What is the annual compliance fee?

There is no annual compliance fee for this category.



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Permit Fact Sheet

8. How long is this approval in effect?

This approval remains valid as long as the system and facility served remain unchanged or until MassDEP revokes or modifies the approval.

9. How can I avoid the most common mistakes made in applying for this approval?

- a. Review application for completeness to be sure all questions are answered correctly.
- b. Make sure two (2) copies of plans and specifications are complete and signed and stamped by a Massachusetts Registered Sanitarian or Professional Engineer, whichever is appropriate.
- c. Submit fee and one copy of the MassDEP Transmittal Form to: Department of Environmental Protection, P. O. Box 4062, Boston, MA 02211.

10. What are the regulations that apply to this approval? Where can I get copies?

These regulations include, but are not limited to:

- a. Title 5 Regulations, 310 CMR 15.000.
- b. Timely Schedule Action and Fee Provisions, 310 CMR 4.00.

These may be purchased at:

State House Bookstore
Room 116
Boston, MA 02133
617-727-2834

State Bookstore
436 Dwight Street, Room 102
Springfield, MA 01103-1317
413-784-1376

MassDEP Regulations may also be obtained from MassDEP's website at <http://www.mass.gov/dep>.



Massachusetts Department of Environmental Protection
Bureau of Resource Protection – Title 5 Permitting

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Application Completeness Checklist

- ☐ The Transmittal Form is completed: <http://mass.gov/dep/service/online/trasmfrm.shtml>
- ☐ The application form has been completed. The following information has been provided:
 - ☐ Name and address of applicant/owner.
 - ☐ Location (address) of facility.
 - ☐ Name, address and telephone number of design engineer or sanitarian.
 - ☐ Two (2) complete sets of plans and specifications have been properly signed and stamped by a Massachusetts Registered Professional Engineer or Massachusetts Registered Sanitarian, whichever is appropriate.

To submit the application package:

- ☐ Checklist items have been completed.
- ☐ Send two (2) copies of the application along with one copy of the MassDEP Transmittal Form to:

Department of Environmental Protection

_____ * Regional Office

Title 5 Permitting Program

*Find your region: <http://mass.gov/dep/about/region/findyour.htm>

- ☐ Send fee of \$70 in the form of a check or money order made payable to Commonwealth of Massachusetts, along with one copy of the MassDEP Transmittal Form to:

Department of Environmental Protection

P.O. Box 4062

Boston, MA 02211



Massachusetts Department of Environmental Protection
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Transmittal Number _____

Facility ID (if known) _____

For a single-family dwelling designed in accordance with the provisions of 310 CMR 15.229(1) and (2), approval for pumping sewage prior to the septic tank is required only from the local approving authority; no DEP approval is required for such systems. However, in accordance with 310 CMR 15.229(3), all other types of facilities need DEP approval. DEP is the local approving authority for state and federal facilities, and reviews applications for pumping sewage prior to septic tanks at these facilities under another permit: BRP WP 63.

A. General Information

Important:
When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



1. Applicant:

Name

Street Address

City/Town

State

Zip Code

Telephone

2. Facility Address / Location (if different from applicant):

Address

City/Town

State

Zip Code

3. System Designer Information (Registered Sanitarian [RS] or Professional Engineer [PE] for systems under 2,000 gallons per day; PE for systems 2,000 gallons or more per day):

Name

Company Name

Address

City/Town

State

Zip Code

Telephone

4. Registration:

P.E.

Sanitarian

Registration Number

5. Is the facility served by the system a single-family dwelling?

☐ Yes ☐ No



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Approval for Pumping Sewage Prior to Septic Tank

Transmittal Number _____

Facility ID (if known) _____

A. General Information (cont.)

6. The legal entity which owns or will own this facility is:

☐ Individual

☐ Federal

☐ Municipality

☐ State / County

☐ Private Partnership

☐ Corporation

☐ Other (specify): _____

7. Two sets of plans and specifications, including a locus map, properly stamped and signed by a Massachusetts Registered Professional Engineer or Massachusetts Registered Sanitarian must accompany the application. The plans must be prepared in accordance with 310 CMR 15.220.

Are plans and specifications enclosed?

☐ Yes ☐ No

Have the plans been revised?

☐ Yes ☐ No

8. Does the proposed system satisfy all technical requirements of 310 CMR 15.100 through 15.293?

☐ Yes ☐ No

If no, has a variance been sought?

☐ Yes ☐ No

B. Certification

"I certify under penalty of law that this document and all attachments, to the best of my knowledge and belief, are true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Applicant's signature

Print Name

Name of Preparer

Date