



**Sewer Service Application Form**  
**Town of Bourne, Massachusetts**

**Section 1: General Information**

- A. Applicant Name \_\_\_\_\_
- B. Applicant Address and Phone: \_\_\_\_\_
- C. Is the Applicant the Property Owner? Yes \_\_\_\_\_ No \_\_\_\_\_
- D. Property Owner Name \_\_\_\_\_
- E. Property Owner Address \_\_\_\_\_
- F. Property Owner Mailing Address \_\_\_\_\_
- G. Property Owner Phone/Email \_\_\_\_\_
- H. Building Contractor Name, Address, Phone,  
and License Number \_\_\_\_\_
- I. Licensed Drain Layer or Master Plumber  
Name, Address, Phone, and License Number \_\_\_\_\_
- J. Source of Property Water Supply \_\_\_\_\_
- K. Number of Residential Bedrooms \_\_\_\_\_
- L. Types of Plumbing Fixtures
- |                    |                    |
|--------------------|--------------------|
| Kitchen Sink _____ | Water Closet _____ |
| Lavatory _____     | Bath Tub _____     |
| Laundry Tub _____  | Shower _____       |
| Urinal _____       | Disposal _____     |
- M. Dig Safe # \_\_\_\_\_
- N. Water District/Department Connection  
(if applicable) \_\_\_\_\_

- O. Plans and Specifications for the proposed building sewer, as required, by the Planning Board checklist, are attached hereto (Refer to the Bourne Planning Board Department for the updated checklist)

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- P. Connection Request:

Residential Connection less than 500 Gallons per Day (GPD)

Residential Connection greater than 500 GPD

Mixed Use/Commercial Change of Use or Increase in Flow

Industrial User

*Skip to Section 5.*

*Complete Sections 2, 3, and 5*

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*Complete Sections 2 through 5*

## Section 2: Wastewater Allocation Form

- A. Location of Proposed Project (Address)

\_\_\_\_\_

Location of Proposed Project (Map and Parcel)

\_\_\_\_\_

- B. Is Applicant Leasing or Buying?

Leasing \_\_\_\_\_ Buying \_\_\_\_\_

*If buying, attach Purchase & Sale*

- C. Is there an existing connection to the sewer system?

\_\_\_\_\_

- D. Description of Proposed Project

\_\_\_\_\_

- E. Financing is in Place

\_\_\_\_\_ *Copy of Documentation Attached*

- F. Applicant has a letter of intent to finance

\_\_\_\_\_ *Copy Attached*

- G. Allocation Requested

\_\_\_\_\_

- H. Any unusual characteristics of projected flow?

Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, describe type of wastewater flow:

- I. Requested Amount Exceeds Available Allocation

Yes \_\_\_\_\_ No \_\_\_\_\_

### Section 3: General Commercial/Mixed Use

A. Company Name \_\_\_\_\_

B. Facility Address and Phone: \_\_\_\_\_

C. Property Owner Name \_\_\_\_\_

D. Property Owner Address \_\_\_\_\_

E. Property Owner Mailing Address \_\_\_\_\_

F. Property Owner Phone/Email \_\_\_\_\_

G. Name and Title of Corporate Officer Signing  
Application \_\_\_\_\_

H. Name and Title of Facility Manager \_\_\_\_\_

I. Name and Title of Employee Responsible for  
Wastewater Discharge \_\_\_\_\_

J. Type of Business: \_\_\_\_\_

K. Principle Product or service: \_\_\_\_\_

L. Describe Operation and Activities of Facility \_\_\_\_\_

M. Describe any factors affecting operation  
(Seasonal production, scheduled shutdown,  
peak operation, batch operation, etc.) \_\_\_\_\_

N. Number of Employees \_\_\_\_\_

## Section 4: Industrial Users

A. Standard Industrial Classification Code (SIC) and/or North American Industry Classification System (NAICS) Code \_\_\_\_\_

B. List all raw materials used in the operation  
*Attach additional pages if necessary* \_\_\_\_\_

C. List any flammable, combustible, or explosive substances which are stored, utilized, or produced at this facility: *Attach additional pages if necessary*

D. List any hazardous substances, SDS sheets (as defined in 310 CMR 30.00), which are stored, utilized, or produced at this facility: *Attach additional pages if necessary*

E. Describe all measures which are taken to isolate those areas of the facility where the substances listed in Item C. and D. are stored, utilized, or produced. In particular, list efforts to prevent the discharge of these substances to the sewer system (*attach additional pages if necessary*):

F. Is there a Spill Prevention Plan? Yes \_\_\_\_\_ → **Attach Copy** No \_\_\_\_\_

G. Attach copies of Statement of Violation Penalties issued to the Industrial User Attached \_\_\_\_\_ Not Applicable \_\_\_\_\_

H. Name and Title of Employee Responsible for Wastewater Discharge

I. List the size, location, average daily flow and maximum daily flow of all connections to the sewer system. *Note: The maximum daily flow listed will be considered the maximum day permitted flow, if this application is accepted; attach additional pages if necessary*

- J. List all other methods of wastewater disposal (e.g. direct to waterbody or ground, waste hauling service). *Attach additional pages if necessary.*

K. Baseline Monitoring Report

Attached \_\_\_\_\_ Date Completed \_\_\_\_\_

*Note: The Department requires that an applicant for an industrial connection permit submit a "Baseline Monitoring Report" which shall be prepared by a Professional Civil Engineer, registered in the Commonwealth of Massachusetts, in accordance with the U.S. EPA "General Pretreatment Regulations for Existing and New Sources of Pollution" (40 CFR 403, as amended). The completed Baseline Monitoring Report shall be reviewed by the Manager of the facility from which the wastewater is discharged and the Manager of the facility shall certify in writing that "all sampling for the Report was performed under normal operating conditions at the Facility, particularly with regard to the quantity and characteristics of the wastewater which was generated during the sampling."*

- L. Operating Parameter Ranges of Wastewater Effluent (% ranges if not operational yet):

	Effluent Range	Efficiency Removal (%)
pH		
Temperature		
BOD (mg/L)		
TSS (mg/L)		
Oil & Grease (mg/L)		

- M. Attach copies of the results of all analyses conducted on the wastewater (raw and pretreated) over the past two years.

Attached \_\_\_\_\_ Not Applicable \_\_\_\_\_

- N. Describe any proposed or existing pretreatment which this wastewater will receive prior to discharge. If this is a proposed process or modification to an existing process, attach a copy of the design report prepared by a Professional Civil Engineer, registered in the Commonwealth of Massachusetts, including a detailed flow schematic, plans, and specifications.

## Section 5: Certification

In consideration of granting this permit, the undersigned agrees:

1. To accept and abide by all provisions of "Sewer Use Regulations" of the Town of Bourne, Massachusetts and of all other pertinent rules and regulations that may be adopted in the future.
2. That no person shall excavate, construct, effect, maintain, modify, or use any sewer connection or extension without a currently valid permit from the Town of Bourne. The permit must be "in-hand" before work can commence.
3. To pay all the cost of said particular sewer and its connection with the public sewer in said street, including all labor and materials or any other expense incurred necessary for proper construction of said particular sewer as determined by the Sewer Commission.
4. To maintain the building sewer at no expense to the Town.
5. For himself, his heirs, devisees and assigns, that the said Department of Public Works shall have access at all reasonable hours, to the said premises, to see that all the laws, rules, and regulations relating to the sewer are complied with.
6. To notify the Superintendent when the building sewer is ready for inspection and connection to the public sewer, but before any portion of the work is covered. Notice of two (2) business days shall be provided to the Superintendent.
7. That construction of the sewer connection will be completed within ninety (90) days of issuance of this permit.

Signed: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_ Date: \_\_\_\_\_

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**DO NOT WRITE BELOW THIS LINE – OFFICE USE ONLY**

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Total Fee Paid: \_\_\_\_\_

Street Opening Permit \_\_\_\_\_ Valid Bond and Insurance \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

Permit Number \_\_\_\_\_ Expires \_\_\_\_\_

Signed: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_