

ARTICLE II
Building Sewers, Connections, and Extensions

II-1 Permit Required

- A. No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the Department of Public Works. No property, or portion of a property, located outside the Sewer Service Area shall be allowed to extend or construct a sanitary sewer. There must be sufficient available capacity to accommodate the proposed expansion. Any person proposing a new discharge into the system or a substantial change in the volume or character of pollutants that are being discharged into the system shall notify the Department at least forty-five (45) days prior to the proposed change or connection (see Appendix F – Forms).**
- B. Connection permits: There shall be three (3) classes of building sewer permits: 1) single-family residential, 2) multifamily and commercial, and 3) industrial. In each case, the owner or his agent shall make application on a special form furnished by the town and shall meet all conditions of said permit as detailed on the form (see Appendix F – Forms). The permit application shall be supplemented by any plans, specifications or other information considered pertinent in the judgment of the Commissioners. Approval of commercial and industrial permits must be obtained from the Commissioners of either Leominster or Fitchburg, after review and recommendation by the Commission, before a permit can be issued.**
- C. Application to connect or reconnect to the sewer must be made in person by the installing contractor representing the property owner. The Town will provide a tie card upon request of the contractor and the contractor is responsible for locating the connection. The Town can provide additional assistance in locating the stub if requested.**
- D. Any application for a sewer connection to a commercial or industrial building must be accompanied by a Sewer Clearance Plan showing the following:**
- (1) All invert elevations of proposed connections at building and street.**
 - (2) Street centerline elevation**
 - (3) Building sill elevation**
 - (4) Plan stamped by a Registered Professional Engineer with Mass. Certification**
 - (5) All connections showing any water, sewer, drainage connections**
 - (6) Building location on lot**
 - (7) All wetlands shown, if applicable. If not applicable, submit written statement noting that no wetlands exist on lot.**
 - (8) Building setback distances shown from each lot line**

(9) Driveway location centerline grades indicating pitch of driveway.

(10) Scale: 1" = 40' Plan size 8 ½ X 11 only

(11) Any drainage connections that may be required must be shown. Any perimeter drain is not allowed to transit, by any means, water onto Town streets. It must be shown on the clearance plan where the perimeter drain will discharge.

(12) Water pressure which will service the building must be designated on the plan.

(13) Sewer flow calculation must be shown on all commercial and industrial connections based on Title V regulations.

E. **Low Pressure System Installation:** The low pressure system's manufacturer's 'Startup report' will be provided to the property owner upon system installation and startup. The startup process will include the manufacturer or manufacturer's representative or installation contractor turning on the pump's valve with the manufacturer-specific key.

F. **Extensions:** All sewer extensions to the existing main must be approved by the Commission.

Any proposed extension of the sewer main that lies outside the Sewer Service Area entirely or in part requires approval of the Commission as well as a Town Meeting vote to extend the Sewer Service Area.

G. **Sewer Connection Permits associated with New Construction/Additions:** Permits issued hereunder shall terminate upon expiration of the building permit.

II-2 Sewer Connections and Extensions

A. **Connection costs:** All costs and expenses incidental to the installation and connection of the building sewer, except where originally installed by the Town, shall be borne by the owner. The owner shall indemnify the Town from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.

Prior to beginning construction all applicable permits and fees must be submitted including but not limited to road opening, drain layer, trench permit, and required insurance amounts inclusive of workers' compensation.

B. **Connections to different buildings:** A separate and independent building sewer shall be provided for every building.

C. **Owner Responsibility:** The property owner is responsible for maintenance and repair of the building sewer from the inside foundation wall to the common sewer, including the "T" connection.

D. **Old and new sewer service connections:** When there is a connection or reconnection to an existing building, PVC piping must be used to connect the building from the plane of the foundation to the street. Old sewer service connections may be used in connection with new sewer service connections only when they are PVC and found, on examination and test by the Department, to meet all requirements of these Regulations. Any costs involved in examinations and tests shall be paid by the person making the application for a permit.

For new construction only: Prior to applying for a sewer connection permit, applicant must demonstrate that the lot is determined buildable and conforms to the current zoning requirements. An application for permit to connect for each unit to be constructed must be submitted, approved and appropriate permit fee paid before the Sewer Commission representative signs off on the building permit on the online permitting program, initiated by the Building Department.

- E. Inspection and supervision by Department: The applicant for the sewer permit shall notify the Department when the building sewer is ready for inspection and connection to the public sewer. The sewer connection shall be made under the supervision of the Department or its representative.

Field inspections will be done by the Director of Public Works or his agent. The Department should be given a minimum of 48 hours' notice prior to start of the sewer connection.

- F. Abandonment of Septic Systems: Septic systems must be abandoned in accordance with the Title V State Sanitary Code and Board of Health regulations.

G. Lunenburg Sewer By-Law (See Appendix A)

H. Lunenburg Sewer Extension Regulation (See Appendix D)

- I. Sewer Commission Development Policy: A guiding principle of the Sewer Commission is to determine the most effective method of providing service to existing and new developments where alternate, on site solutions are not able to meet local and state health and environmental requirements. It is not the intention or goal of the Commission to control or enable development.

II-3 Installation of Building Sewers and Private Sewer Extensions

- A. Conformity to regulations: The size, slope, alignment, materials of construction of a building sewer and the methods to be used in excavating, placing of the pipe, jointing, testing and backfilling the trench shall all conform to the requirements of the Building and Plumbing Code or other applicable rules and regulations. The connection of the building sewer into the public sewer shall conform to the requirements of the Building and Plumbing Code or other applicable rules and regulations of the Town. All such connections shall be made gastight and watertight. Any deviation from the prescribed procedures and materials must be approved by the Department before installation.
- (1). At the discretion of the Department, an applicant may be required to provide video documentation of the installed condition of the sewers; and to provide pressure testing of the lines and vacuum testing of the manholes prior to acceptance to document water tightness.
- B. Gravity flow not possible: In all buildings in which any building drain is too low to permit gravity flow to the public sewer, wastewater carried by such building drain shall be lifted by an approved means and discharged to the building sewer.
- C. Prohibited connections: No person shall make connection of sump pumps, roof drains, roof downspouts, exterior foundation drains, areaway drains or other sources of surface runoff or groundwater to a building sewer or building drain which in turn is connected directly or indirectly to a public sewer.

- D. **Safety requirements:** All excavations for building sewer installations shall be adequately guarded by the applicant and barricades and lights so as to protect the public from hazard. Street, sidewalks, parkways and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the Town.
- E. **Design of future connections:** Future connections to facilities constructed by the Town shall be designed according to criteria established by the Commissioners and constructed by the person desiring the additional connection after review and approval of the plans and specifications by the Commission and the Commissioners.
- F. **Drain Layers**

- (1) License to install building sewers and make connections to the common sewers will be issued to contractors. An initial fee of \$100.00 must accompany all applications for Drain Layers licenses. Licenses can be renewed for each calendar year (with \$100.00 fee).
- (2) In order for a contractor to do work in the Town of Lunenburg, he must submit a certificate of insurance. A valid insurance certificate shall remain on file with Department of Public Works. In cases of a privately-funded project, the Town shall be named as 'additional insured' on the contractor's Certificate of Insurance and shall be copied on the Completion Bond covering the value of the project between the contractor and those funding the project.

Drain layers doing work hereunder shall maintain minimum insurance coverage as follows:

General Liability:	\$1,000,000 Occurrence/\$2,000,000 General Aggregate (minimum)
Automobile Liability	\$1,000,000 Combined Single Limit
Workers' Compensation	\$1,000,000 each accident or as required by Mass Law (\$100,000/\$500,000/\$100,000)

- (3) Contractor must obtain a separate Trench Permit (administered by the Department) for each sewer connection. A separate Road Opening Permit (administered by the Department) will be required if the proposed excavation extends into the paved way. This requirement may only be waived by the Inspector.
- (4) **Procedures**
- (a) **Indemnification:** The Contractor will indemnify and hold harmless the Town of Lunenburg its agents and employees from and against all claims damages, losses and expenses, including attorney's fees arising out of or resulting from the performance or work.

The contractor shall make good, without cost to the property owner or the Town, any defects in the work or parts of the work furnished by him and any damage due to faulty workmanship on his part or due to faulty or imperfect material or equipment furnished by him. The contractor will be held liable for all work done for a period of one year from the date of completion.

It is the responsibility of the contractor to contact "Dig Safe" and present the number issued by "Dig Safe" at the time of application.

All applicable fees are to be paid prior to beginning work.

Between November 1st and April 1st, no road opening permits will be issued within this period without permission of the Inspector.

No contractor will be allowed to work on Saturdays, Sundays, or Holidays without permission of the Inspector.

All construction must be inspected by the Inspector, and approval must be given before backfilling of trenches. Inspector must be given 48 hours notice prior to inspection. If the inspector deems any work unacceptable, the contractor shall immediately correct the problem at his own expense. If a contractor backfills a trench that has not been inspected the Inspector reserves the right to make the contractor uncover the work at his own expense. If the contractor is notified to maintain his trench and fails to do so, the Town will seek remuneration. These repairs must be completed before any future permits are issued to the contractor.

- (b) Excavation: The contractor shall make all excavations in an approved manner to the established line and grade without damaging any existing pipes or structures. All existing pipes and structures shall be carefully supported and protected. The Contractor must notify the Inspector immediately in the case of damage to existing utilities and obtain approval of the method of repair. In the event of a utility conflict a pipe or structure will not be adjusted until the Inspector has given approval.**
- (c) Ledge: When making excavations in rock a minimum of 12 inches of screened material or crushed stone must be placed in the trench prior to the laying of the pipe. Pipe laid on rock is not acceptable.**
- (d) Backfilling and Compaction: Under paved areas: suitable material shall be compacted in one-foot lifts at the discretion of the Inspector, and shall contain no stones larger than three inches. The top surface shall be Type I bituminous concrete. Compaction under grassy private areas will be at the discretion of the Inspector.**
- (e) Restoration of Paved Surfaces: When excavations are to be made in paved surfaces, or will effect pavement, the pavement shall be cut with pneumatic tools or saw cut to prevent damage to surrounding surface. The contractor shall replace all surface material, and restore pavement to a condition equal to the condition before the work began. Permanent patch will consist of Type I bituminous concrete and will be compacted in lifts not to exceed two (2) inches. Trenches extending into the paved way and left temporarily must be patched with either Type I or high performance coal patch. Excavation of temporary patch will be at the discretion of the Inspector. The Town may require the need to use flowable fill and or infrared treatment for the repair of trench work (particularly applicable when work occurs in any recently overlaid road). Contractor shall be responsible for replacing any traffic paint lines covered by the overlay, and any damage caused to public or private property shall be repaired at the contractor's expense. The person or persons applying for permit to be responsible for one (1) year after completion of the surface, to the satisfaction of the DPW Director.**
- (f) Clean-up: All ledge, boulders or other debris left from construction shall be removed from within the roadway layout by the contractor before project is accepted by the Town of Lunenburg.**

- (g) **As-Built:** Any installation will require the complete as-built information, with appropriate ties to all structures and connections, supplied by the contractor to the Town and the homeowner (see Appendix F – Forms). This form must be completed prior to any further permits being issued or before any pending permits are exercised.
- (h) **Materials:** All sewer pipes shall be SDR 35 or equal. Sewer pipe for services must be equal in diameter to the pipe at the main line “stub” or minimum 6” when no stub is available. Services shall have a minimum pitch of 0.020 feet per foot, unless given prior approval by the DPW Director for lesser slopes.
- (i) **Groundwater:** No floor drains or perimeter drains shall be connected to the sanitary sewer.
- (j) **General:** No pipe will be installed under water or in mud or any unstable bedding. Excavations must be kept dry and stable until all work is completed. All water pumped or drained shall be disposed of in a suitable manner. The contractor will dispose of all surplus excavated material, as well as all unsuitable materials upon completion of work. Septic tanks will be pumped, filled, crushed or otherwise made inoperable upon completion of the sewer lateral. All sources of gray water must be redirected into the sanitary sewer.
- (k) **Mechanics of Installation:** All laterals should be aligned and graded using the appropriate instruments. Line and grade are the responsibility of the contractor. No bends shall be laid consecutively. Any bend in excess of twenty-two and one-half degrees will be installed at the discretion of the Inspector. No ninety degree bends or double forty-five degree bends will be allowed. When a turn in the line of ninety degrees is necessary, the Inspector will determine whether a ninety degree sweep, vertical cleanout, or manhole shall be installed. Non-structural (concrete well tile or high density polyethylene structure) manholes with built or formed inverts are acceptable in non-traffic areas and covers may be buried or brought to grade. Where manholes must be used in driveways or other areas subject to vehicular traffic, structural manholes will be required. In the case of laterals that extend in excess of fifty feet from the foundation a vertical cleanout or manhole may be required.
- (l) **Septic System Abandonment:** Upon connection to the municipal sewer, the septic system must be abandoned in accordance with Lunenburg Board of Health regulations (see Appendix F – Forms). Such abandonment must be witnessed by an agent of the Board of Health.

All requirements for construction of a building sewer as described herein shall also apply to private sewer extensions (see Appendix D).

II-4 Ownership and Maintenance of Building Laterals and Drains

- A. Building sewer laterals, building combined sewer laterals, and building drains, whether located on public or private property, are the responsibility of and shall be installed and maintained by the owner of the premises served. In the case where more than one premises is connected to the same building sewer lateral, building combined sewer**

lateral, or building drain, the owners of the respective premises shall be jointly and severally responsible for the maintenance and repair of the building sewer lateral, building combined sewer lateral, building drain or building stormwater drain lateral.

- B. The owner shall at all times keep such laterals and drains clean and in good repair in order not to cause excessive infiltration, exfiltration or inflow, depletion of groundwater, damage to property, odor, or harm to the City's wastewater systems.
- C. The owner shall maintain, repair, modify or replace an existing building sewer lateral, combined sewer lateral, or building drain whenever it is determined by the City that such wastewater system may endanger public health, create a public nuisance, result in public or private property damage, harm the City's wastewater system, result in excessive infiltration, exfiltration or inflow or impair water quality or the environment and in such other circumstances as the City deems appropriate.
- D. Building sewer laterals, building combined sewer laterals, and building drains shall be maintained, repaired, modified or replaced at the owner's expense.