

IN ORDER TO INSTALL A SEWER CONNECTION

First, has Sewer been installed on your street? Your property must have access to the town sewer in order to take out application to connect. Call the Sewer Department to determine if you are eligible or you can check the Sewer Map on the Policies & Procedures page of the website.

Enter your address in the search field, click on Find Address, click on your parcel and the map will then zoom in to your property. Click on Map Layers and select Sewer Service Area Map. If your parcel is in brown, sewer is available to you and you can submit an application for a permit to connect. (If it is green, it is in the Sewer Service Area slated for future expansion of the sewer system. If the parcel is in the white area, it is not an area of Town expected to be serviced by sewer any time in the near future, based on the Comprehensive Wastewater Management Plan done in 2010.)

Next, you must take out an application for permit to connect to SEWER.

Some things to consider before applying for a permit:

- Are your taxes paid up with the Collector's office? No permits can be issued from any Town Department if taxes (real estate or excise) are outstanding.
- Is it for Residential or Commercial hookup?
 1. Residential?
 - a. How many bedrooms? Cost for a permit is \$3900.00 per dwelling for up to 3 bedrooms, then \$550/bedroom above 3. For multi-family homes, each unit would be considered a dwelling for the purposes of determining the connection fee.
 2. Commercial?
 - a. Who supplies water to the facility? The sewer department will have to verify water usage to determine the cost for a permit for a commercial facility.
 - b. All commercial hookups will require an engineered Clearance Plan to be submitted for approval.

Fill out the Application for Permit to Connect - you can obtain these from the DPW Building (520 Chase Rd.). They are also available on the website under Policies & Procedures.

The contractor you plan to use to install sewer must fill out the proposed connection sketch and be a licensed drain layer with the Town of Lunenburg each year. The application requires the property owner's signature.

The Drain Layer's license application is available on the website or the Sewer Department office. The application must be filed with the \$100 fee and a current certificate of insurance with the required insurance coverages, listing the Town of Lunenburg as the insured party.

If this is new construction, the Lunenburg Building Inspector must also sign off on the application, confirming that the lot is a buildable lot.

A Trench Permit must also be filed - this is handled through the DPW. They can be reached at 978-582-4160.

Once an acceptable Application is received, along with the appropriate connection fee, and the check clears, the Application to Connect will be signed off by the DPW Director.

The Sewer Department will then call you to let you know that the permit is approved for you to come by and pick up. We ask that the contractor call the DPW office 582-4160 to advise of the expected connection date at least 2 days in advance, in order that the connection can be inspected and approved.