

Sewer Permit Flow Chart

1) **Trench/Street Opening Permit** (Check if street has a paving moratorium)

2) **Sewer Permits** –

- Dig Safe Number & Trench/Street Permit Number
- Drawing showing proposed sewer connection
Proposed plan must be approved by this department
- Plans of the new building being constructed for review only
- Both Contractor & Property Owner must sign both pages and fill in the full form
- Permit paid in full before any work is performed
Check payable to the “Town of Westwood”
- 24 hour advance notice to schedule an inspection
Call 781-251-2589 or 781-326-8661
- Massachusetts Registered Professional Engineer “as-built” submitted within one week of completion of exterior sewer connection **
- “As-built” must be approved by this department

3) **Plumbing Permit** – Building Dept.

4) **Abandonment of on-site septic system** – Health Dept.

Sewer Permit Fees

Residence (0 – 4 Bedrooms) = \$300.00 Inspection/application fee
\$4,400.00 Entrance fee
Total = \$4,700.00

Additional Bedroom = \$1,100.00 per bedroom



TOWN OF WESTWOOD DEPARTMENT OF PUBLIC WORKS

50 CARBY ST, WESTWOOD, MA, 02090
781-326-8661

APPLICATION FOR SEWER CONNECTION

APPLICATION DATE _____ ADDRESS OF PROPOSED WORK _____

DIG SAFE # _____ TRENCH PERMIT # _____

CONTRACTOR PERFORMING WORK: _____

CONTRACTOR PHONE: _____

CONTRACTOR STREET ADDRESS _____

CONTRACTOR TOWN, STATE: _____

Contractor's Signature _____

NEW CONSTRUCTION _____ EXISTING STRUCTURE _____

RESIDENTIAL/ # BEDROOMS: _____ COMMERCIAL/ GROSS FLOOR SQ FT: _____

APPLICATION/ INSPECTION FEE \$ _____

SYSTEM CONNECTION FEE \$ _____

TOTAL \$ _____

******* PERMIT VALID TWELVE MONTHS FROM DATE OF ISSUE *******

ENGINEERED STAMPED AS-BUILT REQUIRED WITHIN FIVE WORKING DAYS OF EXTERIOR SEWER CONNECTION OTHERWISE NO ADDITIONAL PERMITS WILL BE ISSUED

Property Owner's Name _____ Phone _____

Property Owner's Signature _____

Property Owner's Address _____

******* OFFICIAL USE ONLY *******

APPLICATION RECEIVED BY _____ DATE RECEIVED: _____ PROPOSED PLANS (3 SETS) PROVIDED _____

CONDITIONS

1. Contractor/Property Owner agrees to conform to statutes, bylaws and/or other specifications, rules and regulations of any of the Town of Westwood, Massachusetts Water Resources Authority, and the Massachusetts Department of Environmental Protection.
2. If applicable, the provisions of Chapter 602 of the Acts of 1962, which provides that the Town of Westwood may construct the particular sewer and assess the total cost on the land benefited thereby.
3. Application shall be accompanied by three(3) sets of plans showing structure, size of service, pipe material, direction of flow, elevation of pipes and proposed ground elevations; elevation of connection to existing sewer line, invert elevations and identification of nearest existing manholes both sides of connection, and slope of existing pipe. For new construction, this plan shall be by a Massachusetts Registered Professional Engineer. Scale shall be 1" = 20' or 1" = 40'. Plan size shall be no larger than 11" x 17" . Two sheets may be used if necessary.
4. The contractor/property owner doing the work shall furnish(1) hard copy of an "As-Built" of the exterior sewer connection, showing length of pipe, location of bends along pipe, degree of bend; location, ties, and depth. Location of pipe at foundation and ties to all clean outs. Scale shall be 1" = 20' or 1" = 40'. Plan size shall be no larger than 11" x 17". Two sheets may be used if necessary. All plans shall be by a Massachusetts Registered Professional Engineer. Submitted within one week of completion of work.
5. A copy of the Permit shall be available on-site at all times.

I have read all of the necessary requirements and agree to confirm to statutes, bylaws and/or other specifications, rules, and regulations of the Town of Westwood Sewer Department.

Contractor Signature

Date

Property Owner Signature

Date

SEWER DEPARTMENT

House Connections

Design:

- One (1) 22 ½ degree bend allowed without a cleanout.
- Greater than 22 ½ degree bend up to a 45 degree bend requires a cleanout.
- Greater than a 45 degree bend requires a manhole.
- A manhole is required if the house connection is longer than 125 feet. For lengths over 125 feet, additional manholes may be required.
- Drops in a house connection can only be accomplished at a manhole. (Only outside drops allowed.)
- A six (6) inch cleanout shall be installed within 10 feet of the building.
- Pipe is to be six (6) inch, PVC, SDR 35. The minimum slope of the pipe is 2%.

Inspection:

24-HOUR ADVANCE NOTICE IS REQUIRED TO SCHEDULE AN INSPECTION.

- If the bottom portion of the "Application For Sewer Connection" form has not been filled out, there will be no inspection until it is.
- Prior to scheduling the initial inspection, the sewerage installer should meet with representatives of this Office to discuss the proposed connection and identify potential problems.

New Houses: Occupancy Permit:

- An "As-Built" drawing of the exterior sewer connection, prepared by a Registered Professional Engineer, shall be supplied this Department prior to the issuance of an Occupancy Permit.

Existing Houses:

- Final approval of the field installation will be based upon a review of the "As-Built" drawing of the exterior sewer connection. An "As-Built" drawing of the exterior sewer connection shall be submitted within one (1) week of completion of installation.
- Applicant/Homeowner must notify Board of Health and fill out abandonment form and file with the Board of Health.