

**TOWN OF PLAINVILLE**  
**Department of Public Works**



**PERMIT APPLICATION CHECKLIST**

**Date Submitted:** \_\_\_\_\_

**PERMIT TYPE:**

- RESIDENTIAL / COMMERCIAL**
- INDUSTRIAL**

**REQUIRED:**

- PERMIT APPLICATION WITH SIGNATURE**

**I and I FORM WITH SIGNATURE**

- Single-Family Residential**
- Multi-Family Residential**
- Commercial**
- Industrial**

**APPLICATION FEES**

**PLOT PLANS (APPLICATIONS FOR A PROPOSED UTILITY SHALL BE ACCOMPANIED BY AN ACCURATE SURVEYOR'S PLAN; THIS INCLUDES NEW UTILITIES AND REPLACEMENT OF OLD UTILITIES)**

*Note: The application will be processed when all materials are submitted. The Water & Sewer Department has up to 20 days to complete the review. You will receive a call as soon as the Review is complete.*

**TOWN OF PLAINVILLE**  
**Department of Public Works**

**PERMIT APPLICATION APPROVAL SHEET (TO BE FILLED OUT BY APPLICANT OR APPLICANT'S REPRESENTATIVE)**

**APPLICANT'S NAME:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_ **ADDRESS:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**APPLICANT'S REPRESENTATIVE:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**PROPERTY OWNER'S NAME:** \_\_\_\_\_

**PROPERTY LOCATION:** \_\_\_\_\_

**INTERIOR WORK ONLY:**  **YES**  **NO** **ADDRESS ONLY:**  **YES**  **NO**

**BRIEF DESCRIPTION OF PROJECT (i.e. Addition, etc...)**

**THE FOLLOWING INDICATED FIXTURES WILL BE CONNECTED TO THE PROPOSED BUILDING SEWER:**

Number of Fixtures:

Kitchen Sinks \_\_\_\_\_ Water Closets \_\_\_\_\_ Lavatories \_\_\_\_\_ Bath Tubs \_\_\_\_\_

Laundry Tubs \_\_\_\_\_ Showers \_\_\_\_\_ Urinals \_\_\_\_\_ Garbage Grinders \_\_\_\_\_

**INSTALLATION OF GREASE TRAPS:**  **INTERIOR ONLY**  **EXTERIOR ONLY**  **BOTH**  **N/A**

**In consideration of the granting of this permit, the undersigned agrees:**

1. To accept and abide by all provisions of the "Water & Sewer Rules & Regulations" of the Town of Plainville, and all other pertinent ordinances or regulations that may be adopted in the future.
2. To pay all the cost of said particular sewer and its connection with the common sewer in said street, including all labor and materials or any other expense incurred necessary for the proper construction of said particular sewer as determined by the Water & Sewer Commissioners.
3. To maintain the building sewer at no expense to the Town.
4. For himself, his heirs, devisees and assigns, that the said Water & Sewer Commissioners shall have access at all reasonable hours, to the said premises, to see that all the laws, ordinances, rules and regulations relating to the sewer are complied with.
5. To notify the Board when the building sewer is ready for inspection and connection to the public sewer, but before any portion of the work is covered.
6. That construction of the sewer connection will be completed within sixty (60) days of issuance of this permit.

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**PROPERTY OWNER SIGNATURE APPLICANT SIGNATURE**

**TO BE FILLED OUT BY THE WATER & SEWER DEPARTMENT FOR APPROVAL**

STREET: HOUSE NO.: MAP/LOT/PARCEL NO.:

(given/edited/verified by Assessors)

UTILITIES	EXISTING	MUST INSTALL	DATE COMPLETED	REMARKS
WATER	<input type="checkbox"/>	<input type="checkbox"/>	.	
SEWER	<input type="checkbox"/>	<input type="checkbox"/>	.	
DRAIN	<input type="checkbox"/>	<input type="checkbox"/>		

**TOWN OF PLAINVILLE**  
**Department of Public**  
**Works**

**APPROVED FOR APPLICATION TO OTHER DEPARTMENTS:**

Not Approved

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Supervisor of the Water & Sewer Operations & Date

NOTE: ANY REQUIRED UTILITY MAINS ARE TO BE INSTALLED, INSPECTED AND TESTED PRIOR TO ACTIVATION OF SERVICE LINES.  
(ALL OLD UTILITY CONNECTIONS ARE TO BE CAPPED AT THEIR RESPECTIVE MAIN)

Prior to receiving an occupancy permit from the Building Inspector, a SURVEY RECORD (as-built site plan) must be submitted to the Water & Sewer Department showing the exact locations of all structures, all property utilities and street mains/utilities, all on-site storm water measures, all curb cuts, all driveways, all retaining walls, all impervious area and all other information as required under the Rules & Regulations and all attachments and/or addendum. All plans/lots other than those having a single or a two family dwelling shall comply with ALTA/ACSM standards. *Note: All work to be on the North American Vertical Datum of 1988 (NAVD 88)*

To be filled in by Water/Sewer/Drain Division:

FS#: \_\_\_\_\_ WS#: \_\_\_\_\_ SS#: \_\_\_\_\_ SS Fee: \_\_\_\_\_

TOWN OF PLAINVILLE  
Department of Public  
Works

**NOTICE OF INSPECTION REQUIREMENTS**

All construction, including I and I Mitigation Projects, which are permitted under the Public Works Department, must be Inspected. **AT A MINIMUM, A FORTY-EIGHT (48) HOUR NOTICE IS REQUIRED BY THE PERMITTED CONTRACTOR TO THE WATER & SEWER OPERATIONS CENTER.** Inspections may be arranged by calling (508) 695-6871, 8:00 A.M. to 4:30 P.M., Monday through Thursday, and 9:00 A.M. to 12:00 P.M. on Friday, excluding holidays.

The following shall apply to all construction, which includes but is not limited to: drainage pits, curb cuts, sewer connections, water connections, drain connections, I and I Mitigation Projects, etc.

1. No work shall commence without the proper permit being applied for at the Water & Sewer Department.
2. No back filling shall occur until a full inspection is made.
3. No back filling shall be allowed unless the proper materials are in place and the proper construction methods have been followed.
4. Note that if a follow up inspection is needed it must be scheduled by phoning the above number 48 hours in advance of the required inspection.
5. All water and sewer main installations must be tested before connections to the corresponding main are permitted.
6. I and I Mitigation Projects require scheduling prior to beginning work.

**I and I MITIGATION PROCEDURES**

1. The Town of Plainville Water & Sewer Rules & Regulations state the Town shall require the removal of five gallons of infiltration and inflow (I/I) for each additional gallon of wastewater flow that will be discharged to the sewer system.
2. The Town Water & Sewer Rules & Regulations state (I/I) procedures for residential, commercial, and industrial permit applicants. All flows are based on 310 CMR 15.000 Title 5 design flows.
  - a. Residential Fees are as follows:  
Number of Bedrooms, times (x) 110 GPD/bedroom, times {x} 5, times (x) \$3.60/gallon
  - b. Commercial & Industrial Fees are as follows:  
Gallons of flow per day, times (x) 5, times (x) \$3.60. There is a \$1,000 minimum.
  - c. The Town may charge a fee, require an (I/I) removal projects, or require a combination of both.
3. One-year rule shall apply to all applicants.
  - a. Property that has been vacant, unused, unplumbed, unoccupied, available, brand new, awaiting final fit-out or otherwise idle for a period of one year (based on commonly available record data including but not limited to water consumption records, building permits, tax records, inspection reports and other public documents) shall be deemed and considered to be a new use for the purpose of Plainville Water & Sewer Rules & Regulations.
  - b. All sewage flows shall be calculated for the new use and the (I/I) Mitigation fee and / or project shall be calculated based on a vacant property.

TOWN OF PLAINVILLE  
Department of Public  
Works

INFILTRATION AND INFLOW MITIGATION FEE COVENANT AND PAYMENT FORM  
**SINGLE-FAMILY RESIDENTIAL**

**Name:** **Telephone:** **Address:**

**Fax:** **E-mail:**

**Project Location**

**Address (hereafter, Property):**

**Number of Bedrooms prior to Construction:**

**Number of Bedrooms after the Construction:**

**Service to be performed:**

Extension  Replacement  Relocation  Expansion

The above and ensuing information related to this Covenant is provided by the Owner of the Subject Property. By executing this Covenant the Owner represents, certifies and warrants the truth and accuracy of all information contained herein and understands and agrees that the city is relying on this.

*The Town also reserves the right which is agreed and assented to by the Owner to check and reassess the Property's Use and retest or recalculate the flow of sewer gallonage from the Property from time to time and correct and recalculate Owner's III Mitigation obligations when and where appropriate.*

The Owner/ Applicant agree to the following:

- To accept and abide by all provisions of the general ordinances of the Town of Plainville governing the use of sewers.
- To pay all installation costs of said sewer and its connection to the public sewer in said street, including labor, materials, testing, engineering, design, legal, permitting, inspection costs, and other expenses necessary for the proper construction of said sewer as determined by the Town.
- To maintain the sewer at no expense to the Town.
- For himself, his heirs, devisees and assigns, that the Town shall have access to said premises at all reasonable hours to see that the sewer complies with all laws, by-laws, ordinances, rules and regulations relating to the sewer.
- If applicable, to notify the Board of Health at (508) 695-3010, one business day in advance of when the septic system is to be abandoned.
- To provide the Water & Sewer Department with as-built plans prior to receiving an occupancy permit from the Building Department.

**Applicant Signature** \_\_\_\_\_ **Date**

**\*Office Use Only\***

FEE WORKSHEET (to be calculated by the Superintendent of the Water & Sewer Department)

Single-Family Residential

**Number of bedrooms** \_\_\_\_\_ **(x) 110 GPD/bedroom (x) 5 (x) \$3.60/gallon**

(\$1,000 minimum, rounded up to nearest \$100 increment) \$ \_\_\_\_\_

*From 310 CMR 15.200 requires 110 gpd per bedroom (Title 5)*

(Authorized by Supervisor of Water & Sewer Operations)

(Date)

TOWN OF PLAINVILLE  
Department of Public  
Works

INFILTRATION AND INFLOW MITIGATION FEE COVENANT AND PAYMENT FORM

**MULTI-FAMILY RESIDENTIAL**

Name: **Telephone:** **Address:**  
Fax: **E-mail:**

**Project Location**

**Address (hereafter, Property):**

**Number of Bedrooms prior to Construction:**

**Number of Bedrooms after the Construction:**

**Service to be performed:**

Extension  Replacement  Relocation  Expansion

The above and ensuing information related to this Covenant is provided by the Owner of the Subject Property. By executing this Covenant the Owner represents, certifies and warrants the truth and accuracy of all information contained herein and understands and agrees that the city is relying on this.

*The Town also reserves the right, which is agreed and assented to by the Owner, to check and reassess the Property's Use and retest or recalculate the flow of sewer gallonage from the Property from time to time and correct and recalculate Owner's III Mitigation obligations when and where appropriate.*

The Owner/ Applicant agree to the following:

- To accept and abide by all provisions of the general ordinances of the Town of Plainville governing the use of sewers.
- To pay all installation costs of said sewer and its connection to the public sewer in said street, including labor, materials, testing, engineering, design, legal, permitting, inspection costs, and other expenses necessary for the proper construction of said sewer as determined by the Town.
- To maintain the sewer at no expense to the Town.
- For himself, his heirs, devisees and assigns, that the Town shall have access to said premises at all reasonable hours to see that the sewer complies with all laws, by-laws, ordinances, rules and regulations relating to the sewer.
- If applicable, to notify the Board of Health at (508) 695-3010, one business day in advance of when the septic system is to be abandoned.
- To provide the Water & Sewer Department with as-built plans prior to receiving an occupancy permit from the Building Department.

**Applicant Signature** \_\_\_\_\_ **Date**

**\*Office Use Only\***

FEE WORKSHEET (to be calculated by the Superintendent of the Water & Sewer Department)

Multi Family Residential

**Number of bedrooms** \_\_\_\_\_ **(x) 110 GPD/bedroom (x) 5 (x) \$3.60/gallon**

(\$1,000 minimum, rounded up to nearest \$100 increment) \$ \_\_\_\_\_

*From 310 CMR 15.200 requires 110 gpd per bedroom (Title 5)*

(Authorized by Supervisor of Water & Sewer Operations)

(Date)

TOWN OF PLAINVILLE  
Department of Public  
Works

INFILTRATION AND INFLOW MITIGATION FEE COVENANT AND PAYMENT FORM  
**COMMERCIAL/INDUSTRIAL**

**Name:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Project Location:** \_\_\_\_\_

**Address (hereafter, Property):** \_\_\_\_\_

**Use:** \_\_\_\_\_ **Square Footage** \_\_\_\_\_

**Estimated Gallons per Day (Calculate Title V Regulations\*)**

\*Required Gallons per day use calculated by Massachusetts P.E. with date stamp by Title V Regulations

**Service to be performed:**  Extension  Replacement  Relocation  Expansion

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- To maintain the sewer at no expense to the Town.
- For himself, his heirs, devisees and assigns, that the Town shall have access to said premises at all reasonable hours to see that the sewer complies with all laws, by-laws, ordinances, rules and regulations relating to the sewer.
- If applicable, to notify the Board of Health at (508) 695-3010, one business day in advance of when the septic system is to be abandoned.
- To provide the Water & Sewer Department with as-built plans prior to receiving an occupancy permit from the Building Department.

\_\_\_\_\_  
**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**\*Office Use Only\***

FEE WORKSHEET (to be calculated by the Superintendent of the Water & Sewer Department) Commercial (\$1000 minimum, rounded to nearest \$1)

**Gallons of flow per day** \_\_\_\_\_ **x 5 x \$3.60 \$** \_\_\_\_\_

\_\_\_\_\_  
**(Authorized by Supervisor of Water & Sewer Operations)**

\_\_\_\_\_  
**(Date)**

TOWN OF PLAINVILLE

Department of Public  
Works

INFILTRATION AND INFLOW MITIGATION FEE COVENANT AND PAYMENT FORM