

WATER APPLICATION PROCESS CHECK LIST

Phase 1: Check List

The following are the steps that the Board has asked to be followed for Connecting to Town of Wellfleet Water Main.

1. A completed application from the homeowner and a selected Contractor from the approved contractor's list, who will be managing the project, be identified on the Application for Water Service Form
2. A check for the connection fee and meter purchase accompanies the packet.
3. A plan of the trench location needs to be provided as part of the packet.
4. Two documents also need to be included with the packet with a check for \$70 dollars.
 1. The Water Service Connection Permit needs to identify the Contractor's information along with the Plumbers information.
 2. Massachusetts Uniform Application for Permit to Perform Plumbing Work.
5. All documents and checks will be held in a file until all payments have been paid in full and all documents are in order.
6. The Plumbing Permit Application will be provided to the Plumbing Inspector and the Plumbing Permit will be issued.
7. The Project manager will be notified of the Plumbing Permit Number and a copy emailed or Mailed to the Project Manager

Phase 2: Check List

- A. The plan for the trench will need to be approved by White Water.
- B. The trench can then be dug, and the Project Manager will notify the Town of Wellfleet's Water Dept. in writing via email that a request for a trench inspection be scheduled.
- C. White Water will be notified with the Scheduled date and time. White Water will inspect the Trench.
- D. The Plumber will then complete the plumbing inside the home and the Project Manager will notify the Water Dept, in writing via email that the plumbing has been complete and that the project is ready for the installation of the meter and the water turned on from the main.
- E. A scheduled date and time will be set for White Water to do the second inspection. White Water will provide the meter and they will turn the water on from the main.
- F. A final inspection from the Plumbing Inspector will be required. The Project Manager and the Plumber will need to contact the Plumbing Inspector directly.



Wellfleet Municipal Water System

PWS ID#: 4318094



Wellfleet Town Hall
300 Main Street
Wellfleet, MA 02667

Office Hours
Monday - Thursday 8 AM - 12 PM & 1-4 PM
Phone: 508-349-0330

APPLICATION FOR WATER SERVICE

CUSTOMER INFORMATION, PLEASE PRINT:

Street Address: _____ Date: _____

Owner Name _____

Authorized Legal Agent _____
(if other than Owner listed above) (Title/Relationship)

Billing Address _____

City _____ State _____ Zip _____

Owner/Agent Phone _____ Owner/Agent Email _____

Emergency Contact _____ Contact Phone _____

SERVICE TYPE (Check All That Apply)

#1.

<input type="checkbox"/> Single Dwelling Unit	<input type="checkbox"/> Year-Round	<input type="checkbox"/> Seasonal	
	# of Bedrooms: _____		# of Dwelling Units _____
<input type="checkbox"/> Multiple Dwelling Unit	<input type="checkbox"/> Year-Round	<input type="checkbox"/> Seasonal	
	# of Bedrooms: _____		# of Dwelling Units _____

#2

Is this property: Check all that apply

<input type="checkbox"/> Day Care Center	<input type="checkbox"/> Hotel/Motel	<input type="checkbox"/> School	<input type="checkbox"/> Retail Business
<input type="checkbox"/> Guest House/Inn/B&B	<input type="checkbox"/> Apartments	<input type="checkbox"/> Campground	<input type="checkbox"/> Restaurant
<input type="checkbox"/> Cottage Colony	<input type="checkbox"/> Medical Facility	<input type="checkbox"/> Agricultural Use	<input type="checkbox"/> Wholesale Business
<input type="checkbox"/> Recreational Facility	<input type="checkbox"/> Municipal Facility (Specify) _____		
<input type="checkbox"/> Private Well will remain in use - Isolated Plumbing			

#3 Please List ALL Uses

<input type="checkbox"/> Commercial Property/Single Use	<input type="checkbox"/> Year Round	<input type="checkbox"/> Seasonal
<input type="checkbox"/> Commercial Property/Mixed Use	<input type="checkbox"/> Year Round	<input type="checkbox"/> Seasonal

#4. Application Fee:

Residential: \$1400.00* **Commercial: \$2150.00***

This price includes a 5/8" meter. If a larger meter is required a separate quote will be provided depending on the size of the meter. 5/8" meter is currently \$350.

ADDITIONAL CONSIDERATIONS

- | | | |
|---|---|---|
| <input type="checkbox"/> Swimming Pool on Property | <input type="checkbox"/> Irrigation System on Property | <input type="checkbox"/> Fire Suppression system (water driven) |
| <input type="checkbox"/> Installed <input type="checkbox"/> Anticipated | <input type="checkbox"/> Installed <input type="checkbox"/> Anticipated | <input type="checkbox"/> Installed <input type="checkbox"/> Anticipated |

AGREEMENT: I understand that the total System Development Charge will be \$750 plus the cost of the meter + 10% depending on meter size, in addition 2 inspections totaling \$300, and any meter related fittings at cost + 10%. **Make check payable to "TOWN OF WELLFLEET"**. This deposit will be refunded if the application is denied. This application may be withdrawn, and deposits refunded up to 90 days after the application and deposit have been received. No refund shall be issued if a permit to connect has been issued to an approved contractor on behalf of owner.

I hereby apply for a water service connection at the above noted location. As soon as I connect to the water system and become a user, I agree that I will pay for my connection and water use and abide by all the rules and regulations now in force or to be established by the Board of Water Commissioners.

Signature _____ Date _____

Print Name: _____

The following information is requested by the Federal Government in order to monitor our compliance with various civil rights laws. You are not required to furnish this information but are encouraged to do so. The law requires that we may not discriminate based upon this information, nor whether you choose to furnish it. However, if you choose not to furnish it, under Federal regulations we are required to note the race and sex based on visual observation or surname. If you do not wish to furnish the following information, please check this box I do not wish to furnish this information

- | | | |
|---|---|---------------------------------|
| Ethnicity | Race | Sex |
| <input type="checkbox"/> Hispanic or Latino | <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian | <input type="checkbox"/> Male |
| <input type="checkbox"/> Non Hispanic or Latino | <input type="checkbox"/> Black or African American | <input type="checkbox"/> Female |
| <input type="checkbox"/> White (Caucasian) | <input type="checkbox"/> Native Hawaiian or Pacific Islander | |
| | <input type="checkbox"/> Other (specify) _____ | |

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, age, disability, religion, sex, and familial status. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). This institution is an equal opportunity provider, and employer.

FOR OFFICE USE ONLY

Date Received: _____	Permit Issued: _____
Amt. Received: _____	Final Inspection: _____
Check No.: _____	Meter Size: _____
Application Approved: _____	Meter Serial No.: _____
Approved Contractor: _____	Water Turned On: _____
Map & Parcel _____	
Administrative Coordinator: _____	Date: _____



Town of Wellfleet Municipal Water System
Water Service Connection Permit

Office: 508-349-0330 Operator: 508-864-1570

Operator requires minimum 48 Hour notice prior to intent to install

Permit No. [] Original [] Field Copy [] Contractor Copy [] Plumber Copy [] Plumbing Insp Copy

Date _____ Map ___ Lot #___ Service size: _____ inch Meter size _____

PROPERTY ADDRESS: _____

Number of Units on Property: _____

PROPERTY OWNER(S) _____

Mailing Address _____

Phone: _____

CONTRACTOR: _____

Contractor telephone: _____ Cell Phone: _____

Contractor has received water service specs: Yes No

I, the undersigned, certified that the proposed installation will be accomplished in accordance with the Rules and Regulations of the Town of Wellfleet Municipal Water System and all requirements of Massachusetts General Laws and applicable CMR.

Signature of Owner or Designated Agent/Contractor _____ Date _____

Print Name: _____

FIRE SUPPRESSION: [] No * [] Yes * Fire Department Approval _____ Date: _____
WELL TO REMAIN IN USE: [] Yes [] No IRRIGATION: INSTALLED [] ANTICIPATED []

FOR USE BY WATER SYSTEM OPERATOR/ADMINISTRATOR

Lot serviced by stub: [] Yes [] No APPLICATION FOR WATER SERVICE RECEIVED: []
Date Secured: _____
[] Full Payment Received \$ _____ [] Signed Deferred Payment Agreement Received
SITE PLAN: Received _____ Approved: _____ Date _____
Conditions:
[] Trench Permit No. _____ [] Road Opening Permit No.: _____
PIPING INSPECTION BY OPERATOR: _____ Date: _____
TIE SHEET RECEIVED: [] Date Received: _____

PLUMBING PERMIT NO: _____ PLUMBER: _____ PHONE _____

OPERATOR'S METER INSPECTION PASSED: _____ DATE _____ WATER LEFT [] ON [] OFF

PLUMBING INSPECTION PASSED _____ DATE: _____

FINAL INSPECTION BY OPERATOR _____ DATE: _____

MTU NO. _____

Copy to: Board of Health METER SERIAL NO: _____ Initial Reading _____



MASSACHUSETTS UNIFORM APPLICATION FOR A PERMIT TO PERFORM PLUMBING WORK

P
TYPE OR PRINT CLEARLY

CITY/TOWN _____ MA DATE _____ PERMIT # _____

JOBSITE ADDRESS _____ OWNER'S NAME _____

OWNER ADDRESS _____ TEL _____ FAX _____

OCCUPANCY TYPE COMMERCIAL EDUCATIONAL RESIDENTIAL

NEW: RENOVATION: REPLACEMENT: PLANS SUBMITTED: YES NO

FIXTURES ↴	FLOOR →	BSM	1	2	3	4	5	6	7	8	9	10	11	12	13	14
BATHTUB																
CROSS CONNECTION DEVICE																
DEDICATED SPECIAL WASTE SYSTEM																
DEDICATED GAS/OIL/SAND SYSTEM																
DEDICATED GREASE SYSTEM																
DEDICATED GRAY WATER SYSTEM																
DEDICATED WATER RECYCLE SYSTEM																
DISHWASHER																
DRINKING FOUNTAIN																
FOOD DISPOSER																
FLOOR / AREA DRAIN																
INTERCEPTOR (INTERIOR)																
KITCHEN SINK																
LAVATORY																
ROOF DRAIN																
SHOWER STALL																
SERVICE / MOP SINK																
TOILET																
URINAL																
WASHING MACHINE CONNECTION																
WATER HEATER ALL TYPES																
WATER PIPING																
OTHER																

INSURANCE COVERAGE:

I have a current liability insurance policy or its substantial equivalent which meets the requirements of MGL Ch. 142. YES NO

IF YOU CHECKED YES, PLEASE INDICATE THE TYPE OF COVERAGE BY CHECKING THE APPROPRIATE BOX BELOW

LIABILITY INSURANCE POLICY OTHER TYPE OF INDEMNITY BOND

OWNER'S INSURANCE WAIVER: I am aware that the licensee does not have the insurance coverage required by Chapter 142 of the Massachusetts General Laws, and that my signature on this permit application waives this requirement.

CHECK ONE ONLY: OWNER AGENT

SIGNATURE OF OWNER OR AGENT

I hereby certify that all of the details and information I have submitted or entered regarding this application are true and accurate to the best of my knowledge and that all plumbing work and installations performed under the permit issued for this application will be in compliance with all Pertinent provision of the Massachusetts State Plumbing Code and Chapter 142 of the General Laws.

PLUMBER'S NAME _____ LICENSE # _____ SIGNATURE _____

MP JP CORPORATION # _____ PARTNERSHIP # _____ LLC # _____

COMPANY NAME _____ ADDRESS _____

CITY _____ STATE _____ ZIP _____ TEL _____

FAX _____ CELL _____ EMAIL _____

**Wellfleet Municipal Water System
300 Main Street Wellfleet, MA 02667
FLOW CHART OF CONNECTION EVENTS**

Property Owner – Updated 9/2022

1. Complete this application.
2. Sign this application – property owner or duly authorized agent or representative.
3. Enclose a check in the amount specified on the application. \$750 Residential; \$1500 Commercial; plus \$300 for inspection fees, plus cost of Meter plus 10%. Meter is dependent on size of water line going into the property.
4. Mail completed and signed application and check to the above address.
5. Hire a Contractor from current Approved Contractor list
6. Hire a Massachusetts Licensed Plumber (if contractor is not also a Massachusetts Licensed Plumber)
7. Pay your Bi-annual usage and System Development Charge.

Water System Clerk

1. Verify application and payment along with number of units on the Property, and size of meter needed.
2. Order meter based on size of meter needed.
3. Issue Connection Permit to an Approved Contractor
4. Verify receipt of full payment
5. Verify plumbing permit
6. Only upon completion of all steps 1 through 5 above, issue meter to White Water Operator or Mass Licensed Plumber

Approved Contractor

1. Apply to the Office of the Wellfleet Municipal Water System for a water connection permit.
2. In coordination with the Water System Operator and the various town departments (Plumbing, Health, Building, etc.), obtain necessary permits, complete work for connection from the curb stop to the water meter and pass required inspections.

Massachusetts Licensed Plumber

1. Obtain a plumbing permit.
2. Obtain a water meter from WMWS Clerk or System Operator which is determined on the size of the line.
3. Once contractor has completed connection, install meter and backflow preventer and request System Operator to turn water on at the curb stop.
4. In coordination with the Approved Contractor, Water System Operator and the various town departments (Plumbing, Health, Building, etc.), complete all plumbing work inside the structure and pass required inspections assuring backflow preventer is in place and there are no cross connections to any existing wells on the property.

Water System Operator

- 1. At request of plumber, once meter and backflow preventer have been properly installed, do final inspection and turn water on.**
- 2. In coordination with the WMWS Clerk, Approved Contractor, Massachusetts Licensed Plumber and the various town departments (Plumbing, Health, Building, etc.), perform required inspections.**
- 3. Return completed connection permit to the Office of the WMWS Clerk.**

APPLICATION PROCESS – 2/14/2023 UPDATE

TO: CONTRACTORS AND PLUMBING COMPANIES

The Town of Wellfleet has made a change in how the Connection to Water Plumbing Application is completed.

1. All documents are completed and sent with checks to the Water Department.
2. Plumbing Permit Application is completed and sent to the Water Department with check.
 - a. The Plumbing Application (Two Forms) are to be filled out along with a check for \$70 per connection and brought to the Water Department for Processing.
3. The Water Department will hold the application until all payments are made and paid in full, and documents are in order.
4. The Water Department will hand carry the Plumbing Application Permit to the Plumbing Inspector for final approval along with the appropriate documents and check for processing.
5. The Plumbing Inspector will issue a Plumbing Permit with the corresponding permit number.
6. The Water Department will notify Plumbers/Contractors with the permit number either hardcopy or via email.

Information That Needs To Be Included In The Plan*

***The Town of Wellfleet does not have an Engineer on site, so you are required to hire an Engineer to develop your plan based on your current site plan.**

Location of:

- 1. Houses & other Dwellings on the property**
- 2. Well**
- 3. Septic**
- 4. Driveway**
- 5. Where line is coming in from the road to the home**

Required:

- 1. Length of Pipe**
- 2. Pipe Size**
- 3. Pipe Material**

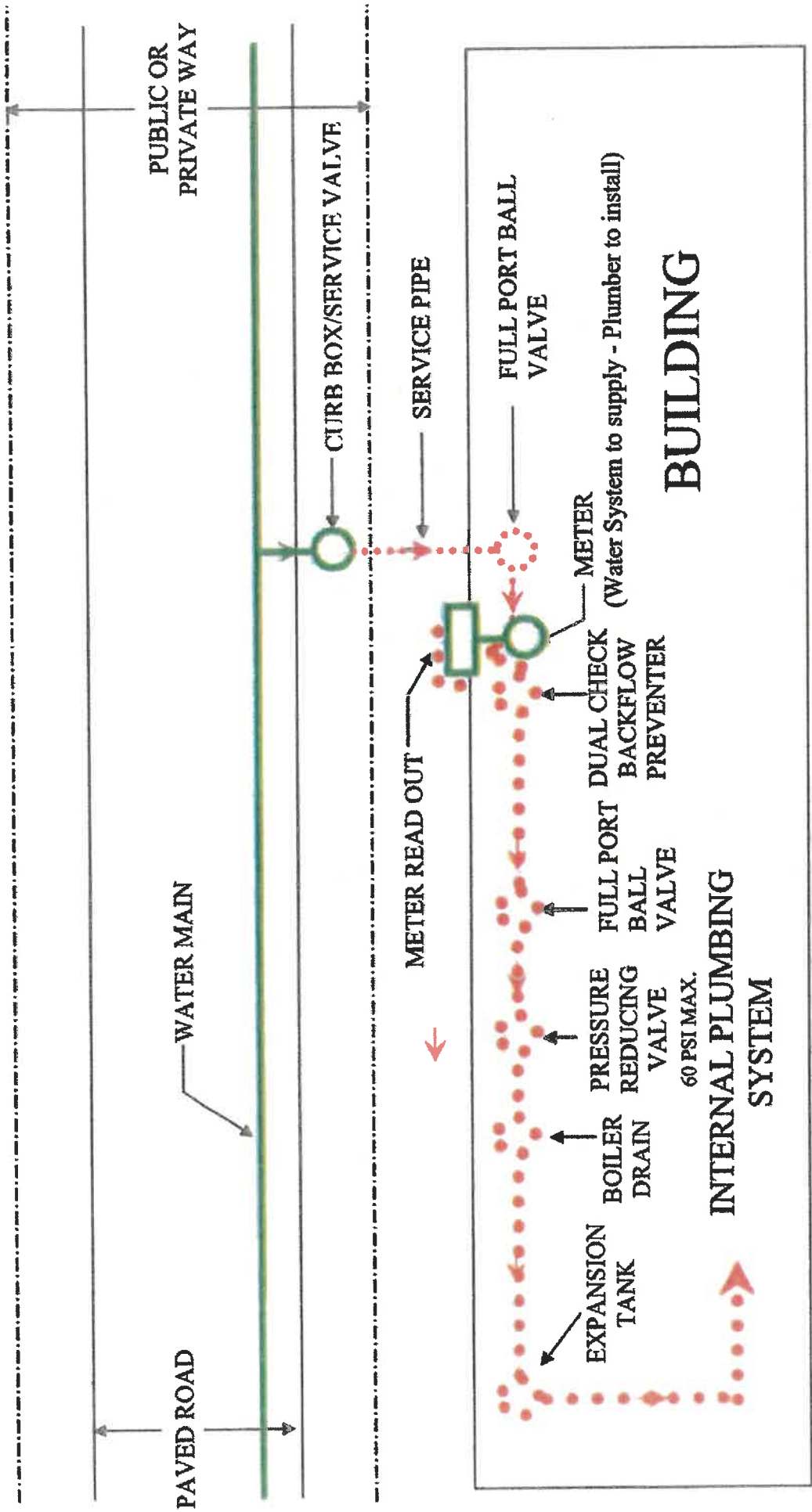
NOTE:

Size: 1-inch up to 150 ft

Size: 1.5-inch 151 ft to 200 ft

Size: 2-inch 201 ft - higher

WELFLEET MUNICIPAL WATER SYSTEM TYPICAL WATER SUPPLY INSTALLATION DIAGRAM



**WELLFLEET MUNICIPAL WATER SYSTEM
APPROVED WATER SYSTEM CONTRACTORS**

Following is a list of contractors who have complied with the requirements necessary to bring water service from the Water System connection point (curb stop) into your property to be integrated with your existing plumbing. The Town of Wellfleet neither endorses these contractors, nor excludes other contractors from the scope of this work.

Contractors who might be interested in qualifying should inquire at our office at Town Hall for information regarding the qualifying process. Phone 508-349-0330.

John Martin, Inc.
32 Rayber Road
Orleans, MA 02653
(508) 240-0668
(508) 237-5224

E. F. Winslow Plumbing & Heating Co., Inc.

8 Reardon Circle
South Yarmouth, MA 02664
(508) 394-7778
(508) 367-6403

E-Z-Doze-It, Inc.

2318 State Highway Route 6
Wellfleet, MA 02667
(508) 349-1960
(508) 369-2679

F.L. Quinn Construction

PO Box 514
Orleans, MA 02653
(508) 255-4544
(508) 737-5544 cell

GFM Enterprises, Inc.

P O Box 1061
Truro, MA 02666
(508) 349-7300
(774) 353-7195

J.W. Dubis & Sons Inc.

79 Stony Hill Road
Chatham, MA 02633
(508) 945-0283
(508) 328-4370

Sand Dollar Enterprises, LLC

O Box 1443
Wellfleet, MA 02667
(508) 349-6804
(774) 229-6127

Lux Bros. Co.

P O Box 1213
15 Springline Drive
Wellfleet, MA 02667
(508) 349-1835
(774) 722-0744

LVA Construction, Inc.

64 Cummings Rd.
Brewster, MA 02631
(508) 896-8634
(508) 989-4378

M.C.E. Dirtworks, Inc.

3 Main St, Unit 5
Eastham, MA 02642
(508) 240-5541
(508) 274-5797

Northeast Construction

PO Box 2350
Brewster, MA 02631
(508) 896-7713
(508) 989-4169

PKBA Contractors, Inc.

PO Box 775
313 Hokum Rock Road
East Dennis, MA 02641
(508) 385-5993

Quinn Excavation and Septic

39 Bog River Bend
Mashpee, MA 02649
(774) 392-0098

Robert B. Our Co., Inc.

PO Box 1539
24 Great Western Road
Harwich, MA 02645
(508) 432-0530
(508) 326-9988

Robert Martin Landscaping & Excavation

PO Box 891
N. Truro, MA 02652
(508) 487-4376
(774) 722-5909

T.A. Edwards and Sons, Inc.

1526 Route 6, P. O. Box 248
Wellfleet, MA 02667
(508) 349-8296
(774) 487-9044

Brundage Site Work

100 Old Chequessett Neck Rd
Wellfleet, MA 02667
(774) 836-0012

Roderick Construction Co., Inc.

516 River Road
Marstons Mills, MA 02648
(508) 420-1256
(508) 776-1198