



## PRIVately FUNDED SEWER EXTENSION CHECKLIST

### TOWN OF LUNENBURG SEWER COMMISSION

RESIDENTIAL       COMMERCIAL       RESIDENTIAL AND COMMERCIAL

**YOU ARE ENCOURAGED TO READ THE SEWER EXTENSION REGULATION. THIS DOCUMENT IS ONLY MEANT TO ASSIST YOU AS A GUIDE AND DOES NOT REPLACE OR AMEND THE REGULATIONS IN ANY WAY.**

**Prior to Sewer Commission approval:**

- The entire project must be within the Sewer Service Area (SSA) as approved by Town Meeting. To check if your property is within the SSA, go to <http://www.caigisonline.com/LunenburgMA/>. If your property is outside the SSA, see "IF YOU ARE OUTSIDE THE SEWER AREA" section on back.
- Application for Sewer Extension received, approved by DPW Director
- For privately funded sewer extensions, approval of 2/3rds of all property owners is not required. The extension will include only the property owner(s) who has/have agreed to be a part of the project and who submit an executed covenant in a form suitable for filing with Worcester Northern District Registry of Deeds. However, the Commission requires that property owners that abut the line are contacted to verify whether they would like to participate. Surveys of multiple-resident extensions must include name, address, and signature of participants.
- Map(s), plan(s), specifications (engineered plan drawn by a reg. professional Engineer)
- Mid-line must be a minimum of fifty percent (50%) of property frontage of last property served
- DPW Site Inspection Approval in writing

**Upon Commission approval, prior to commencement of work:**

- Trench Permit application with fee (Construction on Massachusetts Ave./Rt. 2A must apply to DOT) (DPW)
- Road opening permit with fee (DPW)
- Schedule of Construction Installation
- Work must be completed within one year of approval and in accordance with schedule of construction installation
- Bond for full amount of project; performance and warranty bonds
- Guaranty and insurance (must indemnify and save harmless the Town, including agents, employees, officers)Check in the amount of \$105.00 payable to the Commonwealth of Massachusetts for recording per document per participating unit

**Before Extension is accepted by Town:**

- As built drawings must be submitted to the Sewer Commission prior to extension acceptance (as built for sewer line extension and from home(s) to extension).
- Conveyance granting ownership of the sewer line to the Town of Lunenburg

**Upon line acceptance, prior to individual sewer connection:**

- Privilege fee will be assessed following the next meeting of the Sewer Commission after acceptance of the line, providing property owner 30 days' notice to pay the privilege fee or submit in writing a request to apportion this amount over 10 years (or less)

**Upon request for individual sewer connection:**

- Application for Permit to connect received for each connection, approved by DPW Director – with connection fee (fees effective upon receipt of application)
- If new construction, Building Inspector approval must be obtained via online permitting system
- Licensed Drain Layer's application with fee (calendar year –annual renewal)
- Trench permit (DPW)
- If previously served by a septic system, completed Board of Health septic abandonment form must be submitted to the Sewer Commission for each property connected.be submitted to the Sewer Commission for each property connected.
- In addition to as built drawing(s) of the sewer extension, as built drawing(s) detailing the connection from the home(s) to sewer must be submitted to Sewer Commission.

## **COSTS OF PRIVATELY FUNDED SEWER EXTENSIONS AS OF OCTOBER 2016, SUBJECT TO CHANGE**

**PRIVATELY FUNDED SEWER EXTENSIONS ARE SUBJECT TO A BETTERMENT OR PRIVILEGE FEE IF THE TOWN IS UNABLE TO USE YOUR EXTENSION IN FUTURE PUBLIC SEWER EXTENSIONS (SEE SEWER EXTENSION REGULATION, 8.0, 6.)**

**CONTRACTOR COSTS** – To be negotiated between the contractor and each property owner and *are not represented* in the charts below.

**PRIVILEGE FEE** - Minimum charge for a single family home with three or fewer bedrooms is 50% of the prior betterment amount, as of October 2016 the amount is \$6,998.73 (50% of \$13,997.47, assessed October 2016)

**THE PRIVILEGE FEE MAY INCREASE**, it is based on sewer betterments assessed for the most recent project completed.

**CONNECTION FEE** - \$2,250.00 for a single family home with three or fewer bedrooms, \$550.00 for each additional bedroom (\$2,250.00 for each unit).

**INFLOW AND INFILTRATION (I/I) FEE** - \$220.00 per bedroom (based on Title V, 110 gallons per day, per bedroom, at \$2.00 per gallon)

**RESERVE CAPACITY FEE** - \$205.70 per bedroom (based on Title V, 110 gallons per day, per bedroom, at \$1.87 per gallon)

**RECORDING FEE FOR LIEN IF PRIVILEGE FEE NOT PAID IN FULL** - \$105.00 for each participating resident

**ADDITIONAL DPW FEES** – Trench permit fee \$40.00, road opening permit \$100.00

Not all sewer extension projects are the same. Examples provided below are general guidelines, subject to change, and do not constitute the full costs associated with a privately funded sewer extension. Examples of costs not included below, may include, but are not limited to, contractor(s), peer review, decommissioning septic, legal, insurance, bonds, expenses related to contacting residents impacted by the extension, etc.

Potential costs	3 bedroom home	4 bedroom home
<b>PRIVILEGE FEE-new sewer 2016</b>	\$6,998.73	\$6,998.73
<b>CONNECTION FEE</b>	\$2,250.00	\$2,800.00
<b>I/I SEWER BANK</b>	\$660.00	\$880.00
<b>RESERVE CAPACITY</b>	\$617.10	\$822.80
<b>RECORDING FEE</b>	\$105.00	\$105.00
<b>TOTAL SEWER FEES</b>	\$10,600.83	<b>\$11,576.53</b>
		<b>\$975.70 for each additional bedroom*</b>
<b>TRENCH PERMIT DPW</b>	\$40.00	\$40.00
<b>ROAD OPENING/PERMIT DPW</b>	\$100.00	\$100.00

**\*For all other building types, sizes, please contact the Sewer Commission office for pricing.**

**NOTE: COMMERCIAL** fees based on TITLE V or actual use, whichever is higher. EXAMPLE OF **13,000 SQ. FT. ÷ 1,000 = 13, 13 X 75 gpd, 975 ÷ 300 = 3.25 UNITS**. Example privilege fee for 3.25 UNITS X \$5,775.75 = \$18,771.16

**IF YOU ARE OUTSIDE THE SEWER SERVICE AREA - Town Meeting approval is required to amend the Sewer Service Area** as identified on the Sewer Service Area Map. Lunenburg Town Charter, Section 2-7, states the procedure for Town Meeting vote. At Town Meeting the Sewer Commission will be called upon to make a recommendation on the Article. In order for the Sewer Commission to recommend the extension the applicant must document that the proposed area cannot be served by a Title V septic system.

### **EXTENSION REGULATION:**

[https://www.lunenburgma.gov/sites/default/files/field/files-docs/sewer\\_extension\\_regulation\\_approved\\_020916.pdf](https://www.lunenburgma.gov/sites/default/files/field/files-docs/sewer_extension_regulation_approved_020916.pdf)

**PRICES PROVIDED ON THIS CHECKLIST AS OF SEPTEMBER 2019 AND ARE SUBJECT TO CHANGE**