



## Town of Nantucket Sewer Department

David C. Gray Sr.  
Director

81 S. Shore Road – Nantucket, MA 02554  
Town Direct 508-228-7200 x7801  
[sewer@nantucket-ma.gov](mailto:sewer@nantucket-ma.gov)

# SEWER PERMIT PACKET

Included within this packet are the following documents, which will help in preparing a complete sewer permit application. Please see the "Sewer Permit Application Checklist" included in this packet for what is required to submit your application.

- Sewer Permit Application Checklist
- Approved Sewer Installers List
- Sewer Permit Application Form
- Sewer Capacity Fee Notice \*
- Sewer Usage Billing Form +
- Sewer As-Built Checklist

**Applications MUST be submitted in their entirety.**

Applications missing any of the required components listed on the attached *Application Checklist* cannot be accepted.

**Incomplete applications will be returned.**

- \* Please note that the **Sewer Capacity Fee Notice** may only be signed by the property owner (or legal counsel).
- + The Wannacomet Water Company will begin billing for sewer usage when the sewer installation is complete, with fees added to your monthly water bill, or by quarterly invoice for non-water service customers. Usage rates may be found at: <https://nantucket-ma.gov/1901/Rates-Charges>

# SEWER PERMIT APPLICATION FEE SCHEDULE

PERMIT TYPE AND DESCRIPTION	RESIDENTIAL	COMMERCIAL
▶ <b>NEW</b> For new construction; septic to sewer; or adding plumbing to a previously unplumbed structure.	\$4,000.00	\$1/SQF; min. \$4,000.00
▶ <b>DISCONNECT</b> For any temporary or permanent cut of a sewer service lateral.	\$300.00	\$300.00
▶ <b>RECONNECT</b> For any reconnect of a pre-existing structure, raised structure, or structure replacing a demolished structure. <b>NOTE: Applies to only one structure and may require a sewer as-built.</b>	\$300.00	\$300.00
▶ <b>REPAIR</b> For any repair or replacement work on the sewer service lateral between the structure and the main. <b>NOTE: A tie card (or as-built) is required upon project completion.</b>	\$300.00	\$300.00
▶ <b>VERIFICATION</b> For any previously unpermitted structure with an existing connection to sewer. This permit requires an in-depth review by the Sewer Dept and involves the submittal of specific documentation. <b>Application fee is assessed, additional fees may apply.</b>	Varies; min. \$300.00	Varies; min. \$300.00
▶ <b>MODIFICATION</b> For any additions, alterations, or other modifications of an existing connected structure that may increase the potential flow into the municipal sewer system. <b>Please note that additional permitting or information may be required.</b>	N/A: Sewer Capacity Fee applies	N/A: Sewer Capacity Fee applies



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# SEWER PERMIT APPLICATION CHECKLIST

This checklist must be properly filled out (per structure) and presented at the time of application.

Based on the Town of Nantucket Wastewater System Regulations Governing the Use of Common Sewers Article III, Section 336-20, the following Sewer Permit Checklist has been created as a means to simplify and standardize the process for applying for sewer permits. Please note that these checklists are for the minimum application requirements; additional information or fees may apply. **Please select the correct permit type for your application below.**

### REQUIRED FOR ALL APPLICATION TYPES:

- Completed **Sewer Permit Application Form**  
*For **MODIFICATION** permits: fixture count should reflect what is being added only (net change).*
  - Completed **Sewer Usage Billing Form**
  - Please provide a brief description of the project, including any visual plans, site designs, or drawings  
*For **NEW** permits: an engineered sewer connection plan (see additional requirements by permit type).*
  - Approved Sewer Installer Contractor secured \*
- N/A for **MODIFICATION** permits. Additional permitting required if existing lateral is to be cut, capped, moved, or replaced.*

- \* Confirmation directly from your contractor is required prior to approval.
- + Checks should be written to the "Town of Nantucket". Payment for any sewer capacity fees must be submitted separately from payment for any application fees.

Fully completed application packets can be mailed to us or placed in the secure drop-box to the right of the administrative office entrance (Building 1) at our location:

**Nantucket Sewer Department  
Wastewater Treatment Facility  
81 South Shore Road  
Nantucket, MA 02554**

To submit the application in digital format, please email the completed packet to [cherrmann@nantucket-ma.gov](mailto:cherrmann@nantucket-ma.gov). Digital submission requires a check be mailed to or dropped off at the above address before the application can be processed.

**SIGNATURE OF APPLICANT/OWNER:**

**DATE:** \_\_\_\_\_

### ADDITIONAL REQUIREMENTS BY PERMIT TYPE:

- DISCONNECT**    **RECONNECT**    **REPAIR**
- Payment for the application fee (\$300.00)

- MODIFICATION**
- Confirm pre-existing fixture count
- Completed **Sewer Capacity Fee Notice**: Must be signed by owner (or legal counsel)
- Payment for calculated sewer capacity fee + (calculation provided by Sewer Dept office after review of submittal)

- NEW**
- Sewer Connection Plan**: Must be designed by a Registered and Licensed Professional Engineer (Town of Nantucket Sewer Standards and Specifications June 2020: 1.03, Section B). **NOTE**: Any changes to an approved plan must be reviewed and approved by the Sewer Dept.
- Payment for application fee +
  - **Residential**: \$4,000.00
  - **Commercial**: \$4,000.00 min (or \$1/SQF)
- Completed **Sewer Capacity Fee Notice**: Must be signed by owner (or legal counsel)  
*Full, up-front payment can be accepted at application: our office will confirm calculation after review +*
- IF APPLICABLE**: For any **septic to sewer projects**, a separate Septic Abandonment Application must be filed directly with the Health Dept.

*I acknowledge the above, and intend to file for a Septic Abandonment with the Health Dept.*

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_



## APPROVED SEWER INSTALLERS

Please note that all sewer work must be performed by an approved sewer installer (see below) or a MA-licensed plumber (copy of license required) per the Nantucket Board of Sewer Commissioners CH. 336-20.

CONTRACTOR	CONTACT EMAIL	PHONE	Certified Barnes Installer?	Authorized to work in Right of Way?
Aguiar Plumbing	<a href="mailto:office@aguiarplumbing.com">office@aguiarplumbing.com</a>	508-228-3361	YES	NO
AH Construction LLC	<a href="mailto:shanevalero@yahoo.com">shanevalero@yahoo.com</a>	508-367-9104	YES	YES
Atlantic Aeolus Corp	<a href="mailto:atlanticaeolus@gmail.com">atlanticaeolus@gmail.com</a>	508-228-2252	YES	YES
Barrett Enterprises	<a href="mailto:office@barrett-enterprises.com">office@barrett-enterprises.com</a>	508-825-2001	YES	YES
Buzzsaw Construction	<a href="mailto:thesaw@comcast.net">thesaw@comcast.net</a>	508-274-1304	YES	YES
CC Construction Inc	<a href="mailto:christina@ccconstruction.net">christina@ccconstruction.net</a>	508-398-1811	NO	YES
Christopher Oberg Environmental Design Inc.	<a href="mailto:christopheroberg@comcast.net">christopheroberg@comcast.net</a>	508-325-6300	YES	YES
Dave Ryan Landscaping	<a href="mailto:dave@daveryanlandscapingnantucket.com">dave@daveryanlandscapingnantucket.com</a>	508-228-8755 & 508-221-1942	YES	YES
Granite Street Realty Corp	<a href="mailto:bcartwright@granitestreetrc.com">bcartwright@granitestreetrc.com</a>	781-831-2132	YES	YES
Gordon Fraser, Inc.	<a href="mailto:gordonfraserinc@gmail.com">gordonfraserinc@gmail.com</a>	508-364-5245	YES	YES
Hunt Landscaping	<a href="mailto:bhunt9575@aol.com">bhunt9575@aol.com</a>	508-367-4899	YES	YES
Jamie Marks Excavating	<a href="mailto:jvmexc@yahoo.com">jvmexc@yahoo.com</a>	508-228-4444	YES	NO
Kenneth C. Coffin, Inc.	<a href="mailto:ktc1514@gmail.com">ktc1514@gmail.com</a>	508-325-5911	YES	YES
KOBO Utilities	<a href="mailto:rebecca@koboutility.com">rebecca@koboutility.com</a>	508-888-2255	YES	YES
Longfin LLC (DBA Holdgate Partners)	<a href="mailto:info@holdgatepartners.com">info@holdgatepartners.com</a>	508-228-4266	YES	YES
Longpath Corporation	<a href="mailto:sandshoe@comcast.net">sandshoe@comcast.net</a>	508-325-3184	YES	YES
Mark O'Banion Plumbing	<a href="mailto:markobanion@yahoo.com">markobanion@yahoo.com</a>	508-325-0055	YES	YES
Mohawk Northeast Inc	<a href="mailto:dschill@mohawknortheast.com">dschill@mohawknortheast.com</a>	860-621-1451	NO	NO
Nantucket Land Management, LLC	<a href="mailto:dave@nantucketlandmanagement.com">dave@nantucketlandmanagement.com</a>	508-221-7361	YES	NO
P & M Reis Trucking	<a href="mailto:office@reistrucking.net">office@reistrucking.net</a>	508-228-0998	YES	YES
Robert B Our Inc	<a href="mailto:mcorso@robertbour.com">mcorso@robertbour.com</a>	508-432-0530	YES	YES
Strang LLC	<a href="mailto:office@strangllc.com">office@strangllc.com</a>	508-228-7828	YES	YES
TCE LLC	<a href="mailto:tom@tcecontractors.com">tom@tcecontractors.com</a>	508-325-0729	YES	YES
Toscana Corporation	<a href="mailto:kristina@toscanacorp.com">kristina@toscanacorp.com</a>	508-228-1418	YES	YES
Up N Over LLC	<a href="mailto:upnoverllc@yahoo.com">upnoverllc@yahoo.com</a>	508-364-3996	YES	YES



# TOWN of NANTUCKET

## SEWER PERMIT APPLICATION FORM

**Supporting documents required upon submittal.**

Please fill out completely. Separate form (and permit) required for each separate structure.

**PERMIT #:** SWR-\_\_\_\_\_

**LOCATION OF WORK:** \_\_\_\_\_ **MAP / PARCEL:** \_\_\_\_\_ / \_\_\_\_\_

**STRUCTURE REFERENCE, If Applicable (BUILDING, UNIT #, ETC.):** \_\_\_\_\_

**PERMIT TYPE:**

- NEW
- REPAIR
- DISCONNECT
- RECONNECT
- MODIFICATION
- VERIFICATION

**PROPERTY CLASSIFICATION:**

**NOTE:** For any "mixed use" structures, separate Residential and Commercial permits will have to be applied for.

- RESIDENTIAL
- COMMERCIAL

**PLEASE CHECK ANY THAT APPLY:**

- SEPTIC TO SEWER \*  
\* Please note that there is an additional requirement for any septic to sewer projects (see Sewer Permit Application Checklist)
- GRAVITY CONNECTION
- LOW PRESSURE / GRINDER PUMP

**OWNER**

**NAME:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**BILLING:** \_\_\_\_\_

**AGENT**

**NAME:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**MAILING:** \_\_\_\_\_

**SEWER INSTALLER CONTRACTOR**

**NAME:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

<b><u>NO.</u></b>	<b><u>FIXTURE TYPE</u></b>
	BEDROOMS
	KITCHEN SINKS
	DISHWASHERS
	GARBAGE DISPOSALS
	LAVATORIES (Bathroom Sinks)
	WATER CLOSETS (Toilets)
	SHOWERS (Stall / No Tub)
	BATHTUBS
	WASHING MACHINES
	LAUNDRY SINKS
	MOP SINKS
	GREASE TRAPS (Under Sink)
	GREASE INTERCEPTORS (Outdoor)
	OTHER: _____

**ENGINEER**

**NAME:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**SIGNATURE OF APPLICANT / OWNER:** \_\_\_\_\_ **DATE:** \_\_\_\_\_



Town of Nantucket Sewer Department  
**WASTEWATER MANAGEMENT**

David C. Gray Sr.  
Director

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SANITARY SEWER PERMIT # **SWR-**\_\_\_\_\_

## NOTICE

**TO:** Sewer Connection Permit Applicants  
**FROM:** Nantucket Sewer Department  
**DATE:** June 01, 2020  
**RE:** Sewer Capacity Fee

**Chapter 336-13. Sewer Capacity Fee. Replaces the Sewer Privilege Charge (SPF) Dated: April 28, 2005**

**The Sewer Capacity Fee (SCF) is established in addition to the Sewer Service Connection Fees and other fees and charges, as follows:**

### FURTHER

- Chapter 120, Section 6 of the Nantucket Code, in accordance with the authority granted to municipalities under M.G.L. Chapters 80 and 83, grants the Board of Sewer Commissioners broad powers to assess betterments and/or other charges related to improvements to the Town's sewerage facilities;
  - A. Such fee applies to all properties that implement changes which, based on 310 CMR 15.203 [Article II, Exhibit 3], have the potential to increase flows into the Nantucket Sewer System including new developments or new properties connected to the sewer, as well as changes to existing properties connected to the sewer system.
  - B. The minimum Sewer Capacity Fee for residential and non-residential users is calculated using the sewer flows established in 310 CMR 15.203 [Article II, Exhibit 3] and is described in detail in the Sewer Capacity Fee Policy [Article II, Exhibit 4].
  - C. Payment of the Sewer Capacity Fee is required before issuance of a sewer connection permit. The property owner may pay the fee in full up front. The Town of Nantucket will also allow the fee payment to be apportioned over time on the property owner's tax bill as follows:
    - 1) The property owner must pay at least 10% of the fee up front and sign a Voluntary Lien Agreement which gets recorded at the Registry of Deeds.
    - 2) The remaining amount must be paid in annual installments at a rate established by the Sewer Commission, for a period not to exceed twenty years.

**Authority**

This policy is adopted in accordance with Chapters 80 and 83 of the Massachusetts General Laws (MGLs), and relevant Session Acts approved by the General Court, including:

- Chapter 169 of the Acts of 1965; Act Authorizing the Town of Nantucket to establish a Board of Public Works Exercising the Powers of Certain Other Boards, Commissions, Departments, and Town Offices.
- Chapter 396 of the Acts of 2008; An Act Authorizing the Establishment of the Nantucket Sewer Commission and Sewer Districts in the Town of Nantucket.

Further, pertinent sections of the Town Charter apply, including:

- Chapter 41 - Board of Sewer Commissioners
- Chapter 120 - Sewers and Wastewater Facilities

Chapter 41 references include numerous subsequent amendments to Chapter 41 as approved by Town Meeting votes to expand the Sewer District, and thereby include additional properties.

**Chapter 336-13. Sewer Capacity Fee. Replaces the Sewer Privilege Charge (SPF) Dated: April 28, 2005**

**RESIDENTIAL SEWER CAPACITY FEE SCHEDULE  
(FEES SUBJECT TO CPI INCREASES ANNUALLY)**

<b>Single Family Residential</b>	6 bedrooms \$13,411.20	5 bedrooms \$11,176.00	4 Bedrooms \$8,940.80	≤ 3 Bedrooms \$6,705.60
<b>Multi – Family residential</b>		5 Bedrooms Per Unit \$11,176.00	4 Bedrooms Per Unit \$8,940.80	≤ 3 Bedrooms Per Unit \$6,705.60
<b>Existing structure Bedroom Additions Alterations</b>	Ea. additional bedroom above 3 will be charged \$20.32 per gpd	Ea. additional bedroom above 3 will be charged \$20.32 per gpd	Ea. additional bedroom above 3 will be charged \$20.32 per gpd	Ea. additional bedroom above 3 will be charged \$20.32 per gpd

<p><b>For all new construction, there shall be a minimum Sewer Capacity Fee, equivalent to the connection of a 3-bedroom residence of \$6,705.60. This minimum applies to residential as well as any mixed use, commercial, business or other non-residential uses.</b></p>
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Per 310 CMR 15.203, the minimum allowable volume for system design is 330 gallons per day. The volume allowed for each additional bedroom is 110 gallons per day. Outbuildings with sanitary facilities are counted as bedrooms for the purpose of the sewer capacity fee.

**The above schedule of residential SCFs is provided and shall be signed as acknowledgement below.**

**MUST BE SIGNED BY OWNER OR LEGAL COUNSEL**

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Property Address: \_\_\_\_\_ MAP: \_\_\_\_\_ PARCEL: \_\_\_\_\_



# SEWER USAGE BILLING FORM

WANNACOMET WATER COMPANY  
ONE MILESTONE ROAD  
NANTUCKET, MA 02554

The undersigned hereby makes application to the Town of Nantucket's Sewer Department through its agent the Wannacomet Water Company. The undersigned agrees to abide by the established rules and regulations as set by the Town, or which hereafter may be enacted or adopted, and to pay for service at the adopted rates as filed or any subsequent rates which may be filed and accepted.

LOCATION OF STRUCTURE: \_\_\_\_\_ MAP & PARCEL: \_\_\_\_\_/\_\_\_\_\_

STRUCTURE REFERENCE (if applicable, i.e. main house, guest, cabana, etc.): \_\_\_\_\_

<u>PROPERTY OWNER</u>	
NAME:	_____
BILLING:	_____
	_____
	_____
PHONE:	_____
EMAIL:	_____

<u>PLUMBER AND/OR CARETAKER</u>	
NAME:	_____
PHONE:	_____
EMAIL:	_____

<u>JOB EXCAVATOR / CONTRACTOR</u>	
NAME:	_____
PHONE:	_____
EMAIL:	_____

**TYPE OF WATER SERVICE (select one):**

- Private well
- Town water

**IN-GROUND IRRIGATION SYSTEM (select one):**

- Yes
- No

**PREFERRED BILLING METHOD (select one):**

- E-Bill Only
- BOTH E-Bill & Paper Bill
- Paper Bill Only

**NATURE OF OCCUPANCY (select all that apply):**

- Seasonal
- Residential / single house
- Year-round
- Commercial
- Condo
- Mixed use
- Guest house
- Other: \_\_\_\_\_

**SIGNATURE OF APPLICANT/OWNER:**

DATE: \_\_\_\_\_

### SEWER USAGE BILLING POLICY NOTICE

Once sewer installation is complete and a property is confirmed connected with access to Town sewer, WWCO is notified and billing commences on their next billing cycle. Properties on Town water are billed for sewer monthly, with both water and sewer fees noted on the same invoice. Properties on wells are billed quarterly, a flat-rate based on number of bedrooms. With the latter option the billing is per plumbed structure utilizing the sewer system; there is no distinction between structures that are dwellings or for other use nor is there a way of determining when a building is occupied, thus the billing of the same rate year-round. There is a minimum monthly charge for zero usage set by the Town. Rates and fees are subject to change with public notice, and are available for viewing at: <https://nantucket-ma.gov/1901/Rates-Charges>

**FOR DEPARTMENT USE ONLY:**

INVOICE: _____	COMMERCIAL: _____	SERVICE No: _____
NEW: _____	RESIDENTIAL: _____	SERVICE ID ACCOUNT No: _____
RENEWAL: _____	SIZE OF SERVICE: _____	SIZE OF METER: _____



TOWN of NANTUCKET  
SEWER DEPARTMENT

## SEWER AS-BUILT CHECKLIST

**Applicant: Please provide this form to the engineer designing your Sewer Connection Plan.**

Based on the Town of Nantucket Wastewater System Regulations Governing the Use of Common Sewers (CH 336) and the Town of Nantucket Sewer Standards and Specifications (June 2020), the following Sewer As-Built Plan Checklist has been created in order to simplify and standardize the process for closing sewer connection permits.

The current regulations can be accessed at: <https://nantucket-ma.gov/DocumentCenter/View/36700/SEWER-REGULATIONS-2020-PDF>

The Standards and Specifications can be accessed at: <https://nantucket-ma.gov/DocumentCenter/View/36827/Nantucket-Sewer-Standards-and-Specifications-PDF>

1. **As-Built Plan Information:** This is the minimum information that must be in the plot plan that will accompany your As-Built submittal:
  - As-Built service lateral pipe information (pipe diameter, material and length).
  - As-Built location of service lateral and cleanout in reference to the house.
  - As-Built Street connection location. If “T” or “Y” connection, also distance between adjacent manholes.
2. **Schedule of Elevations:** These are the minimum elevations to be provided in an elevation table (included in the plan or separately) that will accompany your As-Built submittal:
  - As-Built Top of Foundation Elevation.
  - As-Built Top of Pipe Elevation of service lateral pipe at Foundation.
  - As-Built Top of Pipe Elevation at every bend between the foundation and the sewer main.
  - As-Built Invert Elevation of service lateral pipe at the main.

### **NOTES**

1. Before the connection is backfilled, the work must be inspected by Nantucket Sewer Department personnel and the installation measured for the as-built by the engineer or surveyor, and for any septic to sewer projects by a representative of the Health Department. A minimum 48 hours notice is required to schedule an inspection. Only after the connection is approved by the inspector, may the contractor backfill the connection (§336-2, Subsection L).
2. Fines will be assessed in the following instances (§336, Article III, Exhibit 1):
  - Work is covered before inspection. All work to be uncovered for inspection.
  - Failure to schedule inspectional services.
  - Failure to perform work according to approved plan.
3. Before the Sewer Permit is closed and the Building Permit is signed (in case that is needed), the party issued the permit must provide an As-Built plan meeting the requirements of the Town of Nantucket Wastewater System Regulations Governing the Use of Common Sewers (CH 336) and the Town of Nantucket Sewer Standards and Specifications (June 2020).
4. **This checklist must be properly filled out and brought in with the required As-built information at the time of requesting a Building Permit sign off. (NOTE: An as-built is required to close out a setpic-to-sewer permit.)**