



**Massachusetts Department of Environmental Protection**  
Bureau of Resource Protection – Water Supply – New Technology Approvals

**BRP WS 11** Minor New Technology Approval, no field test required

**BRP WS 12** Major New Technology Approval, field test required

## **Instructions and Supporting Materials**

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- introduction
- permit fact sheet
- completeness checklist

### **Introduction**

MassDEP *Permit Applications*, as well as *Instructions & Support Materials*, are available for download from the MassDEP Web site at [mass.gov/dep](http://mass.gov/dep) in two file formats: Microsoft Word™ and Adobe Acrobat PDF™. Either format allows documents to be printed.

*Instructions & Support Materials* files in Microsoft Word™ format contain a series of documents that provide guidance on how to prepare a permit application. Although we recommend that you print out the entire package, you may choose to print specific documents by selecting the appropriate page numbers for printing.

*Permit Applications* in Microsoft Word™ format must be downloaded separately. Users with Microsoft Word™ 97 or later may complete these forms electronically.

Permitting packages in Adobe Acrobat PDF™ format combine *Permit Applications* and *Instructions & Support Materials* in a single document. Adobe Acrobat PDF™ files may only be viewed and printed without alteration. *Permit Applications* in this format may not be completed electronically.



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## **Instructions and Supporting Materials**

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### **1. What is the purpose of these approvals?**

These approvals serve to protect the health and welfare of the public through the control of any product or operation that comes into contact with public drinking water. These products and operations must be controlled to prevent contaminants from leaking into the drinking water as well as to ensure that the products and operations work as designed. Apply in category BRP WS 11 if no field test is required (minor new technology approval). Apply in category BRP WS 12 if a field test **is** required (major new technology approval). Regulatory authority for these approvals is stated in 310 CMR 22.04(6), of the Drinking Water Regulations.

### **2. Who must apply?**

Public water suppliers, manufacturers, or their representatives must apply if they want approval to use a product or operation that will come into contact with a public water supply. These products include, but are not limited to, drinking water additives, filtration devices, coatings, pipes, tanks, vending machines, and backflow prevention devices.

### **3. What other requirements should be considered when applying for these approvals?**

If water suppliers or their representatives apply for one of these approvals as part of a facility modification it may also be necessary for them to apply for other MassDEP water treatment permits, e.g. BRP WS 21, 22, 23, 24 or 25.

**Note:** These additional requirements are intended to serve as a guide to the applicant. It does not necessarily include **all** additional requirements.

### **4. What is the application fee?**

**BRP WS 11** (minor new technology approval, no field test required).....\$1,845  
**BRP WS 12** (major new technology approval, field test required). The application fee is negotiated in accordance with 310 CMR 4.05.

### **5. What is the Primary Permit Location?**

PRIMARY PERMIT LOCATION:

**For BRP WS 11, BRP WS 12**  
**Department of Environmental Protection**  
**Water Supply**  
**1 Winter Street**  
**Boston, MA 02108**

### **What is the Reserve Copy Location?**

RESERVE COPY LOCATION:

**None required.**

### **6. Where can I get a copy of the timelines?**

The timelines are available on the MassDEP Website: [www.mass.gov/dep/service/online/fees.htm](http://www.mass.gov/dep/service/online/fees.htm)

### **7. What is the annual compliance fee?**

There is no annual compliance fee for either of these approvals.



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**8. How long are these approvals in effect?**

These approvals are in effect as long as the applicant remains in compliance with appropriate laws and regulations and MassDEP determines that the product or operations continue to protect the public health and welfare.

**9. How can I avoid the most common mistakes made in applying for these approvals?**

- a. Fill in **all** information on the MassDEP Application Form BRP WS 06-31.
- b. Attach all information requested on the Application Completeness Checklist.
- c. Send application and *one* copy from the MassDEP Transmittal Form to Department of Environmental Protection, Water Supply, 1 Winter Street, Boston, MA 02108.
- d. Submit fee and *one* copy of the MassDEP Transmittal Form to: Department of Environmental Protection, P. O. Box 4062, Boston, MA 02211.

**10. What are the regulations that apply to these approvals?**

**Where can I get copies?**

These regulations include, but are not limited to:

- a. Drinking Water Regulations, 310 CMR 22.00.
- b. Timely Action and Fee Provisions, 310 CMR 4.00.
- c. Administrative Penalty Regulations, 310 CMR 5.00.

These may be purchased at:

**State House Bookstore**  
Room 116  
Boston, MA 02133  
617-727-2834

**State House West Bookstore**  
436 Dwight Street  
Springfield, MA 01103  
413-784-1376



**Massachusetts Department of Environmental Protection**  
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**BRP WS 11** Minor New Technology Approval, no field test required

(for BRP WS 12, see following page)

## Application Completeness Checklist

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- The MassDEP Transmittal Form is completed: <http://mass.gov/dep/service/online/trasmfrm.shtml>.
- Application Form BRP WS Application has been completed.

Included in the application package are:

- A cover letter explaining the request.
- Plans and Specifications.

In addition to the above, the following require additional submittals:

For Cross Connection Devices:

- Independent Lab Test Report.
- Independent Field Test Report.
- ASSE Seal or U.S.C. Certificate of Approval.
- Current Catalog.
- Current Installation Instructions.
- Current Servicing and Maintenance Manuals.
- Materials Specifications.
- UL or Factory Mutual Research Approval (fire systems).

For Water Vending Machines:

- Massachusetts Plumbing Board Approval.
- Schematic.
- Maintenance and Cleaning Specifications.

For Other New Technology Approvals such as drinking water additives, pipes, tanks, etc.:

- Third party or National Code approval such as AWWA, NSI or EPA.

To submit the application package:

- Checklist items have been completed.
- Send one copy of the application along with one page from the MassDEP Transmittal Form to:

Department of Environmental Protection  
Water Supply  
1 Winter Street  
Boston, MA 02108

- Send fee of \$1,845 in the form of check or money order made payable to *Commonwealth of Massachusetts*, along with one page from the MassDEP Transmittal Form to:

Department of Environmental Protection  
P.O. Box 4062  
Boston, MA 02211



**Massachusetts Department of Environmental Protection**  
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**BRP WS 12** Major New Technology Approval, field test required

(for BPR WS 11, see preceding page)

## **Application Completeness Checklist**

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- The MassDEP Transmittal Form has been completed. <http://mass.gov/dep/service/online/trasmfrm.shtml>. Check "Alternative Schedule Project Request" in Section F of the Transmittal Form. See "Instructions for Completing Transmittal Form" in Application Kit Folder.

- Application Form BRP WS Application has been completed.

To submit the application package:

- Send one page of a completed Transmittal Form attached to Form BRP WS Application and a cover letter explaining the request to:

Department of Environmental Protection  
Water Supply  
One Winter Street  
Boston, MA 02108

- Send negotiated fee in the form of check or money order made payable to *Commonwealth of Massachusetts*, along with one page from the MassDEP Transmittal Form to:

Department of Environmental Protection  
P.O. Box 4062  
Boston, MA 02211



# BRP WS Application

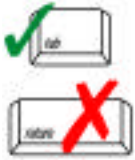
For Water Supply Permits or Approvals

Transmittal Number \_\_\_\_\_

Facility ID# (if known) \_\_\_\_\_

## A. Application

**Important:**  
When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



1. Is this application for an  Original or a  Resubmittal?

2. Applicant:

Name _____		Address _____	
City _____	State _____	Zip _____	Telephone _____

3. Consultant:

Name _____		Address _____	
City _____	State _____	Zip _____	Telephone _____

## B. Permit

Please check which permit or approval you are applying for:

Underground Injection Control  
 BRP WS 06 Underground Injection Control Registration

Zone II Determination for Existing Sources  
 BRP WS 07 Approval to Conduct Pump Test for Zone II Delineation  
 BRP WS 08 Approval of Zone II Delineation

Cross Connection  
 BRP WS 09 Plan Approval

New Technology  
 BRP WS 11 Minor New Technology Approval; where no field test required  
 Drinking Water Additive  
 Cross Connection Device  
 Water Vending Machine  
 Other(specify): \_\_\_\_\_

BRP WS 12 Major New Technology Approval: where field testing is required  
 BRP WS 27 New Technology with Third-party Approval  
 BRP WS 28 Vending Site/Source Prototype  
 BRP WS 30 Vending Site Approval  
 BRP WS 31 Vending and POU/POE Devices with Third-party Approval

New Source Approvals <70 gpm

- BRP WS 13 Exploratory Phase, Site Examination, Land Use Survey and Approval to Conduct Pumping Test
- BRP WS 15 Pumping Test Report Approval and Approval to Construct Source

New Source Approvals >70 gpm

- BRP WS 17 Exploratory Phase, Site Examination & Land Use Survey
- BRP WS 18 To Conduct Pumping Test
- BRP WS 19 Pumping Test Report Approval
- BRP WS 20 To Construct Source

Water Treatment Approvals

- BRP WS 21 To Conduct Pilot Study
- BRP WS 22 Pilot Study Report
- BRP WS 23 To Construct Facility <1 mgd
- BRP WS 24 To Construct Facility >1 mgd
- BRP WS 25 Treatment Facility Modification
- BRP WS 29 Water Treatment: Chemical Addition Retrofits of Water Systems > 3,300 people
- BRP WS 33 Distribution Modifications < 3,300 people
- BRP WS 34 Water Treatment: Chemical Addition Retrofits of Water Systems < 3,300 people

Water Quality Assurance

- BRP WS 26 Sale or Acquisition of Land for Water Source
- BRP WS 36 Abandonment of Water Source

Distribution System Modifications

- BRP WS 32 Systems > 3,300 people
- BRP WS 34 Systems < 3,300 people

## C. Certification

"I certify, under penalty of law, that this application and all attachments were prepared under my supervision, in accordance with a system designed to ensure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information submitted in this application, the information submitted is, to the best of my knowledge and belief, true, accurate and complete."

Print Name \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Position/Title \_\_\_\_\_

Date \_\_\_\_\_