



Massachusetts Department of Environmental Protection  
Bureau of Resource Protection – Drinking Water Program  
**BRP WS 15 Approval of Pumping Test Report and to  
Construct a Source less than 70 Gallons per Minute  
Instructions and Supporting Materials**

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#### Introduction

MassDEP *Permit Applications*, as well as *Instructions & Support Materials*, are available for download from the MassDEP Web site at <http://www.mass.gov/dep/water/approvals/dwsforms.htm> 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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Permit Fact Sheet**

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**1. What is the purpose of this approval?**

This approval is for the pumping test report and the construction of a well. All the requirements of 310 CMR 22.21 and the *Guidelines and Policies for Public Water Systems* should be satisfactorily addressed (available in the State House Bookstore). This is the last approval in the Source Approval process. Approval of the pumping test report and approval to construct a source is an indication that all the requirements of the Source Approval process have been addressed satisfactorily.

**2. Who must apply?**

Any individual, company, municipality or district intending to develop a source of public water supply, either publicly or privately owned, serving 15 service connections or 25 individuals at least 60 days per year.

**3. What other requirements should be considered when applying for this approval?**

- Ownership or control of the Zone I must be satisfactorily demonstrated.
- All wetlands issues should be satisfactorily addressed.
- All previous requirements in the Source Approval Process must be met.

**Note:** Approvals of this type may require MEPA review. Please carefully examine 301 CMR 11.00, the MEPA Regulations, to determine if your project exceeds the MEPA review thresholds, or for more information contact the MEPA Unit of the Executive Office of Environmental Affairs (100 Cambridge Street, Boston, MA 02202; (617-727-5830). **MassDEP cannot begin technical review of the permit application until the MEPA process has been completed, unless otherwise agreed to in writing.** Copies of MEPA filings (with reference to any applicable Transmittal numbers) should be sent to the appropriate program offices in Boston and the MEPA Coordinator in the appropriate Regional Office.

**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 for this approval?**

The application fee is \$1,290.

**5. Where should this application be submitted?**

Submit: a) completed **original copy** of the **MassDEP Transmittal Form for Permit Application (Do not include payment)**; b) the completed **BRP WS Application** form; and, c) two copies of the required supporting documentation to:

Find your region: <http://mass.gov/dep/about/region/findyour.htm> to find the mailing address for the regional office for your town. At the bottom of the address label please type: Attn: Drinking Water Program.

**6. Where should I send the fee payment for this application?**

Submit the applicable fee payment and a **copy** of the **MassDEP Transmittal Form for Permit Application and Payment** to:

MassDEP  
P.O. Box 4062  
Boston, MA 02211

**7. 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)



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**8. What is the annual compliance fee?**

There is no annual compliance assurance fee for this approval.

**9. How long is this approval valid?**

The approval is valid for two years.

**10. How can I avoid the most common mistakes made in applying for this approval?**

- a. Be sure all check list items are complete.
- b. Review the Drinking Water Regulations 310 CMR 22.21 and the MassDEP, Drinking Water Program's *Guidelines and Policies for Public Water Systems* regarding what is evaluated as part of the Final Source Report and what is evaluated when considering approval to construct a source. Both publications are available at the State House Bookstore. Communicate with MassDEP concerning the materials necessary for an approvable submission.
- c. Make sure that the BRP WS Application submittal package, including the Application Completeness Checklist, and the original copy of the MassDEP Transmittal Form is submitted to the appropriate Regional office of MassDEP. Find your region: <http://mass.gov/dep/about/region/findyour.htm>
- d. Submit fee and *one* copy of the **MassDEP Transmittal Form** to: Department of Environmental Protection, P. O. Box 4062, Boston, MA 02211. DO NOT submit your BRP WS Application package with your payment.

**11. What are the regulations that apply to this approval and where can I get copies?**

These regulations include, but are not limited to:

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

They 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**



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Application Completeness Checklist**

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- The MassDEP Transmittal Form is completed: <http://mass.gov/dep/service/online/trasmfrm.shtml>
- Questions have been completed on BRP WS Application form.
- A Massachusetts Registered Professional Engineer or other individual meeting the qualifications of Section 1.0 of the *Guidelines and Policies for Public Water Systems* has prepared the application, signed and stamped it.
- A letter of authorization has been completed if signature of the design engineer or other agent is being used on the application.
- The Certification Statement has been signed.

The following items must be included as part of the application package:

- Pumping Test Report including:
  - a. evaluation of data gathered during the prolonged pumping test and recovery;
  - b. final surveyed site plan with engineer's seal showing the location and elevation of the production well, with latitude and longitude coordinates and the Zone I boundary;
  - c. drawdown and recovery readings for all monitored wells, tabulated and presented legibly;
  - d. graphs showing time-drawdown, distance-drawdown, and time-recovery for all monitored wells;
  - e. copies of the water quality analysis for all samples collected during the test;
  - f. copies of the lithologic logs for each test hole;
  - g. construction plans and specifications;
  - h. Information on pumping curves of the proposed well pump and a schematic cross section of the proposed well depth, pump setting, screen setting and the low water cutoff; and,
  - i. If treatment is recommended, the unit process shall be discussed (vis., corrosion control, iron and manganese removal and/or control, volatile organic removal, etc.).
- Copies of, or reference to, all relevant correspondence has been included.
- Send the completed application form, two copies of the required supporting documentation, and the **original copy** of the MassDEP Transmittal form to:

MassDEP

\_\_\_\_\_ \* Regional Office

Attn: Drinking Water Program

\*Find your region: <http://mass.gov/dep/about/region/findyour.htm>

- Send fee of \$1,290 in the form of check or money order made payable to *Commonwealth of Massachusetts*, along with one copy from the MassDEP Transmittal Form to:

Department of Environmental Protection

P.O. Box 4062

Boston, MA 02211



# BRP WS Application

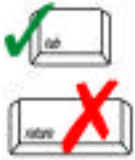
For Water Supply Permits or Approvals

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 _____	Contact _____	Telephone _____

3. Consultant:

Name _____			Address _____	
City _____	State _____	Zip _____	Contact _____	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 \_\_\_\_\_