



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 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.



Massachusetts Department of Environmental Protection
Bureau of Resource Protection – Drinking Water Program – Water Quality Assurance
BRP WS 26 Sale or Acquisition of Land for Water Supply Purposes
Permit Fact Sheet

1. What is the purpose of this approval?

This approval consists of an approval to sell or acquire land for water supply purposes. Legislative authority is stated in MGL Chapter 40 section 41 and Chapter 111 section 160A. Regulatory authority is stated in 310 CMR 22.03 of the Drinking Water Regulations. This permit protects public health and welfare by ensuring that the sale or acquisition of land for water supply purposes will meet minimum drinking water standards and guidelines, and will not adversely impact the quantity or quality of the water supply.

2. Who must apply?

Public water suppliers or their representatives must apply if they want to sell or acquire land for water supply purposes.

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

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 issue a final determination on an 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, and do not necessarily include **all** additional requirements. Refer to Section 4.14 of Guidelines and Policies for Public Water Systems, November 1996 revised version.

4. What is the application fee?

The application fee for a BRP WS 26 approval is \$1,050.

5. What is the Primary Permit Location? What is the Reserve Copy Location?

Primary Permit Location:

BRP WS26 applications should be submitted to:

Department of Environmental Protection

_____ * Regional Office

Drinking Water Program

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

Reserve Copy Location:

No reserve copy needs to be submitted for this permit.



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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

7. What is the annual compliance fee?

There is no annual compliance assurance fee for this approval.

8. How long is this approval in effect?

This approval shall remain in effect for 1 year from the approval date or as otherwise determined by MassDEP, as long as the application continues to meet minimum drinking water standards and conforms to current Drinking Water Program guidelines and policies, described in *Guidelines and Policies for Public Water Supply Systems*, and available at the State House Bookstore.

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

- a. Attach all material as requested on the Application Completeness Checklist.
- b. Submit fee and a 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 this approval?

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
Bureau of Resource Protection – Drinking Water Program – Water Quality Assurance

BRP WS 26 Sale or Acquisition of Land for Water Supply Purposes

Application Completeness Checklist

- The MassDEP Transmittal Form is completed: <http://mass.gov/dep/service/online/trasmfrm.shtml>
- The standard BRP WS Application Form is completed.
- A cover letter explaining the request is included.
- A map identifying the location of land for sale or acquisition is included.
- A list of the names and addresses of abutters to the land for sale or acquisition is included.

To submit the application package:

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

Department of Environmental Protection
_____ * Regional Office
Drinking Water Program

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

- Send fee of \$1,050 in the form of check or money order made payable to *Commonwealth of Massachusetts*, along with a copy of the MassDEP Transmittal Form to:

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



BRP WS Application

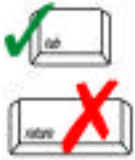
For Water Supply Permits or Approvals

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 _____