



Massachusetts Department of Environmental Protection Bureau of Resource Protection – Drinking Water Program

Pre-Closure of Previously Registered UIC Well Instructions and Supporting Materials

Introduction

Massachusetts Department of Environmental Protection (MassDEP) *Permit and Registration Applications*, as well as these *Instructions & Supporting Materials*, also are available for download from the MassDEP Web site at <http://www.mass.gov/eea/agencies/massdep/service/approvals/> in two file formats: Microsoft Word™ and Adobe Acrobat PDF™. Either format allows documents to be printed.

Instructions & Supporting Materials files in Microsoft Word™ format contain a series of documents that provide guidance on how to prepare a permit application.

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 & Supporting 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, but must be printed and completed using a typewriter or by hand.

Permit Name

Pre-Closure of Previously Registered UIC Well

Permit Code

BRP WS06d as cited in the permit and fees regulations 310 CMR 4.00
(<http://www.mass.gov/eea/agencies/massdep/service/regulations/310-cmr-4-00-timely-action-schedule-and-fee-provisions.html>)

Purpose of Registration

Regulating the closure of UIC Class V wells to prevent contamination of groundwater used as a source of drinking water.

For Assistance with this application

Contact MassDEP Bureau of Resource Protection, Underground Injection Control (UIC) Program:
For all UIC types: (617) 292-5859. For email questions: ask.UIC@state.ma.us

Who must apply

This form applies to any party who proposes to close a Class V well(s) but only if that well(s) was previously registered with MassDEP. Any Class V well (including unauthorized Class V wells such as motor vehicle -waste disposal wells) that was not previously registered with MassDEP must instead use the applicable UIC Registration form for the purpose of registration for pre-closure. The only types of Class V wells not requiring UIC Registration are those that have obtained a permit from the MassDEP Ground Water Discharge Program (314 CMR 5.00 <http://www.mass.gov/eea/agencies/massdep/water/regulations/314-cmr-5-00-groundwater-discharge-permits.html>); and those sewage treatment and disposal systems that are regulated under the Title 5 regulations (310 CMR 15.00 <http://www.mass.gov/eea/agencies/massdep/water/regulations/310-cmr-15-00-septic-systems-title-5.html>); and, those particular UIC Class V well types that did not require UIC registration because the property is only used for single unit (family) residential use. Note that even if the original well use was exempt from registration, all abandoned wells (wells that were not properly closed before they came into a state of disrepair) require UIC Registration and Closure.



Massachusetts Department of Environmental Protection Bureau of Resource Protection – Drinking Water Program

Pre-Closure of Previously Registered UIC Well Instructions and Supporting Materials

May I submit one application for multiple UIC registration numbers?

No. A separate BRP WS 06 UIC Registration application form must be submitted for each unique UIC registration number.

What land use types must use this application

This application form applies to all types of land uses.

Fees

Depending upon the specific details concerning your application, your registration fee is either \$0 or \$110. See the discussion below under Section A, Registration Fee to determine the applicable registration fee.

Review timeline

If MassDEP fails to issue a determination for the pre-closure registration of the UIC Class V well on an adequately prepared BRP WS-06 Pre-Closure application within 30 days of receipt of the application and payment of the application fee, MassDEP will refund the entire fee and will continue with the review.

What regulations apply?

Regulations that apply primarily include, but are not limited to:

- Underground Injection Control Program, 310 CMR 27.00 (<http://www.mass.gov/eea/docs/dep/service/regulations/310cmr27.pdf>).

These and other MassDEP Regulations are available online at:

<http://www.mass.gov/eea/agencies/massdep/service/regulations/>

Or, they may be purchased at

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

State Bookstore West
436 Dwight Street, Room 102
Springfield, MA 01103
413-784-1376



Massachusetts Department of Environmental Protection Bureau of Resource Protection – Drinking Water Program

Pre-Closure of Previously Registered UIC Well Instructions and Supporting Materials

What other requirements must be considered?

The closure of UIC Class V wells must comply with the Mass DEP Guidance Document #: BRP/DWM/DW/G04-3, *Massachusetts Closure Guidance for Underground Injection Control (UIC) Wells (including shallow injection wells)*. Please note that although this document applies to all UIC Class V well closures, it focuses on the closure of motor vehicle-waste disposal wells. Therefore, the sampling requirements listed in those guidelines do not necessarily apply to non-motor vehicle -waste disposal wells. Sampling requirements for other types of wells depend upon the nature of the discharge and whether any known or suspected contaminants entering the well may have resulted in a reportable release of oil and/or hazardous materials per the Massachusetts Contingency Plan (MCP), 310 CMR 40.0000. These regulations are available at: <http://www.mass.gov/eea/agencies/massdep/cleanup/regulations/massachusetts-contingency-plan.html>)

If your application is for the conversion of a well to a different well type then you must also submit the applicable BRP WS06 Registration application (with a separate payment transmittal form) and pay the fee associated with that registration application.

In addition to the above UIC registration requirements, applicants should consider the need to obtain the following permits or sanctions:

- Wetlands requirements should be checked through the local Conservation Commission.
- Local Board of Health requirements may also apply.
- Local Plumbing Inspector requirements may also apply.

Note: The additional requirements listed above are examples intended to serve as a guide to the applicant. They do not necessarily include **all** possible additional requirements.

How to Apply

To submit an application to MassDEP, follow the steps described below:

Step	Action
1.	Complete a MassDEP Transmittal Form for Permit Application and Payment. The transmittal form and required transmittal number can be obtained at: http://www.mass.gov/eea/agencies/massdep/service/approvals/transmittal-form-for-payment.html . Submit payment and original signed transmittal form to the MassDEP address shown on the transmittal form. <i>Please note that if you are sending in payment for multiple application forms you must submit a separate transmittal form (each with a unique transmittal number) for each form that is submitted.</i>
2.	Complete the appropriate Application Form - BRP WS 06 UIC Pre-Closure of Previously Registered UIC Well. Include all specified information. Use additional sheets if necessary.



**Massachusetts Department of Environmental Protection
Bureau of Resource Protection – Drinking Water Program**

**Pre-Closure of Previously Registered UIC Well
Instructions and Supporting Materials**

3.	<p>Submit a complete application package including a BRP WS-06 form, a copy of the Transmittal Form for Permit Application and Payment, and all specified attachments to:</p> <p style="text-align: center;">MassDEP, BRP UIC Program One Winter Street, 5th Floor Boston, MA 02108</p> <p>Please note that if that the PO box shown on the Transmittal Form for Permit Application and Payment is for the bank that MassDEP uses to deposit permit and registration fees. If you send the entire application package to the PO box rather than the One Winter Street address, the bank will discard everything other than the Payment Transmittal Form and check and you will be required to resubmit your application package to MassDEP.</p>
4.	Retain a copy of the complete application package for your files.

Instructions to assist with completing the application form:

A. Registration Category and Fee
Registration Category

Identifying the type of registration activity you are conducting

Registration Category:	Expanded Description
1.a. Pre-Closure of a Registered UIC Well(s)	Select this category for the purpose of closing or partially closing a Registered UIC well(s) unless also converting it to a new use.
1.b. Pre-Closure of a Registered UIC Well(s) and Conversion to New Well Type	Select this category for the purpose of closing a Registered UIC well(s) and converting it to a new use. You must complete a separate BRP WS 06 application form for the use that the well is being converted to.

You must enter the UIC registration number that was previously issued by MassDEP. If you can't locate your UIC registration number then call the number, or send an email to the address, listed on page one of this form for assistance.

Basic Well Information

1. The fee structure and classification of an application may be impacted by whether a well(s) is located at a residential or non-residential site. In order to be classified as a fee exempt residential well(s), the well(s) must:
 - a. Service 4 or fewer residential units; AND
 - b. Only be used for residential purposes. However, not all 1 to 4 unit residential properties are fee exempt as is explained below under Registration Fee.

Registration Fee

If your application is for the conversion of a well(s), you shall submit a separate registration application form, payment transmittal form, and applicable fee for each type of new UIC Class V discharge. One application must be submitted for the proposed converted new use and one for the closure or partial closure of the previous well use.



Massachusetts Department of Environmental Protection Bureau of Resource Protection – Drinking Water Program

Pre-Closure of Previously Registered UIC Well Instructions and Supporting Materials

If your application is for Pre-Closure or Pre-Closure and Conversion of a registered UIC well(s) (registration categories 1.a. or 1.b. on the registration form) and the well(s) was previously registered with the UIC Program then your fee is \$110.

Exceptions: If you answered yes to the above Basic Well Information Question #1a and 1b on the registration form, then your fee is \$0 if the well type qualifies as residential (see the Class V Injection Well Category, Well Type Table, and Fee Table (<http://www.mass.gov/eea/agencies/massdep/water/approvals/underground-injection-control-forms.html>)). If the well(s) is owned by a local or regional government the fee is \$0. If the well(s) is owned by the state then the entire fee indicated above applies.

B. Residential/Facility Information

Facility/Residential Property Name: Enter the common name of this facility if it is different than the legal name and the facilities (or residence's) street address and the town that the facility is located in. You may enter "private residence" under the "Facility/Residential Property Name" category if applicable.

Additional information (for facilities only): The remainder of the information discussed below under Section B does not apply to a property that is only used as a private residence. If the property is only used as a private residence then you may proceed to Section C.

Company Name: Enter the **legal** / corporate name (e.g., Acme Products, Inc.) or the name of the **legal** representative of the company if the company operates under an assumed business name (e.g., John Smith, dba Acme Products). The name must be a legal, active name registered with the state of Massachusetts, unless otherwise exempted by the Department of Commerce regulations.

Facility PWS ID number: If the facility is a Public Water System (PWS) or there is a PWS on the same site list the PWS ID number assigned by the MassDEP Drinking Water Program.

NAICS or SIC Code: Enter the Standard Industrial Classification (SIC) four-digit code **or** North American Industry Classification System five or six-digit code (NAICS) for the facility. These codes are used to describe the primary activity at the facility that generates the most money and may be found on fire marshal reports, insurance papers, or tax forms. The NAICS codes replaced the SIC system in 1997; however, it is usually easy to convert between the two systems so either code is acceptable. SIC or NAICS information is also available from the U.S. Census Bureau at 1-888-756-2427 or at <http://www.naics.com/search.htm>. Include a secondary code if applicable.

EPA Hazardous Waste Generator ID Number: If you store Hazardous Waste on site enter the appropriate EPA ID number(s). If you store Hazardous Waste on site and do not have an ID number contact your Regional MassDEP office and ask for the Hazardous Waste section to obtain an appropriate ID number. Find your region: <http://www.mass.gov/eea/agencies/massdep/about/contacts/>

Tenant Name and Tenant's EPA Hazardous Waste Generator ID Number: If the well will receive waste from a tenant or from an area occupied by a tenant on the property then list the name of the tenant and, if applicable, the EPA Hazardous Waste Generator ID Number that has been assigned to the tenant.

C. Current Status of Activity(ies) Being Closed

Not yet closed/converted: Closure/partial closure/conversion of the well(s) has not started.

Proposed closure activity partially completed: Entry points to well temporarily plugged or discharge discontinued but well closure activities are not yet completed.



Massachusetts Department of Environmental Protection Bureau of Resource Protection – Drinking Water Program

Pre-Closure of Previously Registered UIC Well Instructions and Supporting Materials

Proposed closure activity completed: Closure or closure and conversion has been completed and the well has been permanently closed to the UIC Class V well type associated with the registration number entered in Section A of this form. Enter the date that the closure activities were completed.

Is the applicant requesting a waiver of the 30-day review period for closure applications? If you answer “yes” you must include in a cover letter with your application the reason you are requesting a waiver of the 30-day review period.

D. Owner/Operator Information

Name and Address of Owner: Enter the legal/corporate name (e.g., Acme Products, Inc.) and address of the owner of the company if different than the facility name in Section A. The name must be a legal, active name registered with the state of Massachusetts, unless otherwise exempted by the Department of Commerce regulations. If this information is the same as the “Facility/Residential Property Name” or the “Company Name” from Section B you may enter in the “Name of Owner” space “same as facility name” or “same as company name”.

Legal Contact: Give the name and phone numbers to whom you want all correspondence directed. The correspondence will otherwise be sent to the Operator’s and Owner’s addresses.

Name and address of the operator: (if not the same as the owner): In the case where the property is owned by one or more entities but the facility is operated by another company and the facility owner’s name and address are different than in Section A, enter the **legal** / corporate name (e.g., *Acme Products, Inc.*) and address of the owner of the facility. The name must be a legal, active name registered with the state of Massachusetts, unless otherwise exempted by the Department of Commerce regulations. If applicable, under “Name of Operator” you may enter “same as owner” or “same as facility name” or “same as company name”.

Ownership Type: Select the applicable category.

E. Designer (of the Closure Activities)

Enter the name and phone number of the person who is overseeing the well closure activities. If a Massachusetts licensed engineer, enter Massachusetts license number. An internet based Massachusetts Engineer lookup tool can be found here: <http://license.reg.state.ma.us/public/licque.asp?query=personal&color=red&board=EN>. If a Licensed Site Professional (LSP) enter the Massachusetts LSP license number. (An internet based LSP lookup tool can be found here: <http://public.dep.state.ma.us/LSP/lspsearch.htm>)

F. Installer (Well Closure Contractor)

Enter the name and phone number of the person who will conduct the well closure activities and the company for which he/she works.

G. Preparer Information

Enter the name, address, and phone number of the person who has completed the BRP WS06 registration application form and the company for which he/she works. If applicable, enter Massachusetts license number or the Massachusetts LSP license number. (An internet based LSP lookup tool can be found here: <http://public.dep.state.ma.us/SearchableSites2/Search.aspx>)



Massachusetts Department of Environmental Protection Bureau of Resource Protection – Drinking Water Program

Pre-Closure of Previously Registered UIC Well Instructions and Supporting Materials

H. Registered Well Driller

If the UIC well closure activities involve the decommissioning (physical closure) of one or more drilled wells, enter the driller's name, the name of the company that he/she works for, the driller's MassDEP Well Driller certification number, and a phone number where the driller can be reached. Per 310 CMR 46.00

(<http://www.mass.gov/eea/agencies/massdep/water/regulations/310-cmr-46-00-3-certification-of-well-drillers-and-filing-of-well-completion-reports.html>) drilled wells may only be installed or decommissioned by a MassDEP

Certified Well Driller. A list of certified well drillers can be found here:

<http://www.mass.gov/eea/agencies/massdep/water/drinking/well-drillers-program.html>. If the well closure activities don't involve the decommissioning of one or more drilled wells then leave this section blank or write "not applicable" in the "Well driller's name" data entry field.

I. Site Information

Well(s) Selected for Closure: Enter the UIC Well latitude and longitude coordinates in decimal degrees to a minimum of four decimal places) and fill out the information requested on how you obtained this data. Only enter the location of wells that are proposed for either complete or partially closure that are currently registered under the UIC registration number that you entered near the top of page 1.

In the far left column of the table provided in the form the applicant shall provide a unique name identifier for each well being registered. The identifier(s) should be the same as was entered in your original UIC Registration application or your most recent UIC Registration Modification submittal. The identifier can be a combination of characters, symbols and numbers (e.g. storm-1, storm-2, etc.). The middle two columns are for entering latitude and longitude. Place a check mark or the letter "X" in the far right column for any well that is being either physically closed or for which all entry points for the well category and well type associated with this application are being closed or discontinued such that the well will no longer be receiving wastewater associated with this UIC well category and well type. If you are only closing some, but not all of the entry points associated with this UIC well category and well type you should leave this column blank (i.e. the well will continue to receive wastewater of this well category and well type after the proposed closure activities).

Where indicated, identify the method used for locating the latitude/longitude coordinates for the UIC Class V well(s) and the accuracy of the measurement. If you do not have access to a GPS unit you may use Internet tools including the following:

1. Go to <http://maps.google.com/>
2. Zoom in sufficiently to accurately select your well locations on your property.
3. With your mouse, right click on your well location and then left click on the "what's here" option.
4. The latitude followed by the longitude will appear in decimal degrees format at the bottom of the window that opens upon your completion of step 3.

Attachments:

Submit a Narrative Statement: Describe the proposed closure activities and how those activities will conform to the MassDEP Guidance Document #: BRP/DWM/DW/G04-3, *Massachusetts Closure Guidance for Underground Injection Control (UIC) Wells (including shallow injection wells)* (<http://www.mass.gov/eea/docs/dep/water/laws/i-thru-z/uicclose.doc>).

Submit Existing Analytical Testing Data – from the existing waste stream. Analytical testing data from the waste stream is required for radioactive waste disposal wells and may also be appropriate for other types of Unauthorized UIC Class V wells if available or required by state or local regulatory authorities. Although any



Massachusetts Department of Environmental Protection Bureau of Resource Protection – Drinking Water Program

Pre-Closure of Previously Registered UIC Well Instructions and Supporting Materials

laboratory analytical testing data that is collected during the closure activities is required with the submittal of the Post Closure Completion Notification, any laboratory analytical testing data that is available at the time of submittal of the BRP WS 06 Pre-Closure of Previously Registered UIC Well should be included with the Pre-Closure submittal package.

J. Injection Well(s) or Activity(ies) Being Closed

Is the closure being required by a federal, state, or local entity? Check the “yes” box if the proposed closure is the result of a written notification by a federal, state, or local authority indicating that the well(s) must be closed. If you check off the “yes” box fill out the information requested to identify the issuing authority and any contact information that was provided to you for that authority.

Number of Wells Being Closed with this Application: Enter the number of wells that will be completely closed for the “well category” and “well type” of discharge associated with the UIC registration number entered above in Section A of this form. Completely closed means that all entry points associated with the “well category” and “well type” will no longer discharge to the well(s) after the proposed closure activities have been completed. If you are only closing some but not all of the “well category” and “well type” entry points for a particular UIC well then you are only closing entry points and not the well itself. Do not include in your answer any wells for which one or more entry points of the “well category” and “well type” associated with this UIC registration number will continue to discharge to the well following the completion of the proposed closure activities.

Closure of a UIC well does not necessarily mean that the well itself will be physically decommissioned. Under many circumstances a well that is closed as a UIC well for one “well category” and “well type” may continue to be used for other types of UIC and/or non-UIC type uses. However, if the well will not be used for any other water supply or water discharge purposes it is considered an abandoned well per 310 CMR 46.00 (<http://www.mass.gov/eea/docs/dep/service/regulations/310cmr46.pdf>). An abandoned well shall be physically decommissioned by a MassDEP Certified Well Driller before it falls into a state of disrepair. Please note that an abandoned well that falls into a state of disrepair may be considered a potential hazard to public health or safety and become reclassified as an unauthorized UIC Class V well that will require subsequent UIC registration for the purposes of properly closing the well.

If you enter zero (0) on this line then you should consider filing instead the applicable BRP WS06 Registration Form for your “well category” and “well type” and select the “Modification of an Existing UIC Registration that Does Not Include Increasing the Number of Registered Wells” option in Section A of that form. This will save you the \$110 filing fee for this form.

Will this proposed closure activity result in the complete closure of all wells associated with the existing UIC registration number? Only answer “yes” to this question if **all** of the “well category” and “well type” discharges associated with the UIC well(s) included in under the UIC registration number provided above in Section A will discontinue upon completion of the proposed well closure activities. **It is important that this question be answered correctly because MassDEP will determine whether or not the UIC registration will be completely closed out. The consequences of answering “yes” will be that any further discharges of the “well category” and “well type” associated with this UIC registration number will be unauthorized.**

If you check off the “no” box for this question, enter the number of wells associated with this UIC registration number that will continue to receive the “well category” and “well type” discharges associated with this UIC registration number.

Will the closure activities include the closure of one or more floor drains or plumbing alterations to redirect the discharge to a municipal sewer connection or industrial wastewater holding tank (IWHT)? If you answered yes you shall contact the local plumbing inspector to obtain the necessary plumbing permits/approvals and shall coordinate the scheduling of floor drain closure/plumbing alterations work with the plumbing inspector. You will



Massachusetts Department of Environmental Protection Bureau of Resource Protection – Drinking Water Program

Pre-Closure of Previously Registered UIC Well Instructions and Supporting Materials

be required to submit a copy of **Form WS1: Notice of Plumbing Inspector Approval to Seal Floor Drain** with your Post-Closure Notification Form. If applicable you shall also be required to submit copies of applicable municipal approvals for connecting your floor drains to the municipal sewer system or that you have applied for a MassDEP IWHT Certification.

Number of entry points to the system: There are three questions associated with the number of entry points. The number of entry points to a UIC well(s) is the number of supply wells, catch basins, floor drains, roof drain downspouts, treatment devices, sample sinks, heat pumps or plate and frame heat exchangers, emergency showers or eye wash stations, or swimming pools that are discharging to the UIC well(s). Enter the number of entry points before closure, the number of entry points proposed for closure, and the number of entry points that will remain after the proposed closure activities have been completed. Only enter the number of entry points for the unique “well category” and “well type” associated with this UIC registration number.

Proposed or previously completed well closure activities (check all that apply):

Check all boxes that describe the types of well closure activities associated with this UIC Pre-Closure application. You shall include both proposed closure activities and activities that will have already been completed at the time this application is submitted.

Closure activities shall adhere to the Mass DEP Guidance Document #: BRP/DWM/DW/G04-3, *Massachusetts Closure Guidance for Underground Injection Control (UIC) Wells (including shallow injection wells)* (<http://www.mass.gov/eea/docs/dep/water/laws/i-thru-z/uicclose.pdf>). The discussion of required laboratory analytical testing parameters in that document is focused on motor vehicle – waste disposal wells. For other types of “well category” and “well type” combinations the sampling parameters chosen will depend upon the types of contaminants that were either known to have been discharged to the well or that had the potential to have been discharged into the well. If properly maintained and operated, many UIC Class V wells will not require sampling of fluids/sediments in the bottom of the well or in the area surrounding the well. If uncertain, you are encouraged to discuss sampling requirements with the MassDEP UIC Program at ASK.UIC@state.ma.us prior to submitting your Pre-Closure application.

If you select “Conversion to other Well Category/Type” you shall enter the “well category” and “well type” that you are converting to and you shall submit a separate BRP WS06 Registration Form with applicable filing fee for the new “well category” and “well type”.

The selection of “well and all entry points physically decommissioned” indicates that one or more of the UIC wells associated with this UIC registration application (or registration number) will be physically removed/filled in/destroyed and that all entry points to the closed well(s) of the “well category” and “well type” associated with this UIC registration number will either be removed and/or the piping to the UIC well will be permanently sealed so that no fluid may continue to be directed toward the closed well.

Proposed Laboratory Analytical Parameters for Soil Sampling Activities:

If applicable, enter the parameters that you propose to have analyzed at a MassDEP Certified Laboratory. Depending upon what types of best management practices (BMP) were in place throughout the time that the well was in use, Motor Vehicle – Rinse Water, Snow/Ice Melt or Rain Drip wells may be required to complete some or all of the following laboratory analytical testing: volatile organic compounds (VOCs) by EPA method 8260C, extractable petroleum hydrocarbons (EPH), volatile petroleum hydrocarbons (VPH), arsenic (As), barium (Ba), cadmium (Cd), chromium (Cr), lead (Pb), mercury (Hg), nickel (Ni), selenium (Se), and zinc (Zn). For other well types the selection of soil or groundwater analytes shall be based upon the potential oil and/or hazardous materials that are known to have discharged to the UIC well or had the potential to be discharged to the UIC well.

Go to <http://www.mass.gov/eea/agencies/massdep/water/drinking/certified-laboratories.html> for MassDEP’s online searchable database of MassDEP Certified Laboratories.



**Massachusetts Department of Environmental Protection
Bureau of Resource Protection – Drinking Water Program**

**Pre-Closure of Previously Registered UIC Well
Instructions and Supporting Materials**

Proposed Laboratory Analytical Parameters for Groundwater Sampling Activities:

See discussion above for proposed soil sampling activities.

K. Certifications

Section K has two certification statements. One is for the operator of the UIC well(s) and one is for the owner of the property on which the UIC well(s) is, or was, located. All applications are required to have the Operator certification statement signed by the operator. If the operator **is not** also the owner of the property then the property owner shall sign the Owner certification statement. The following are the only eligible persons who may sign for the operator or owner.

Any person who signs for the operator or owner must have authority to legally bind the business to perform the activities described in the applicable certification statement. That person must be one of the following:

- In a sole proprietorship, the company's sole proprietor.
- In a partnership, a general partner with authority to bind the partnership.
- In a corporation or a non-profit corporation, a corporate official with authority to bind the corporation, i.e., president, secretary, treasurer, or vice president of the corporation in charge of a principal business function, or any other person who performs similar policy-making or decision making functions of the corporation.
- In a municipality or other public agency, a principal executive officer or ranking elected official who is empowered to enter into contracts on behalf of the municipality or public agency.



BRP WS 06d Pre-Closure of Previously Registered UIC Well

Note: This application form only applies to Class V UIC wells that were previously issued a UIC registration number by Massachusetts Department of Environmental Protection (MassDEP). This form does not apply to the closure of unauthorized motor vehicle waste disposal, abandoned, cesspool (with design capacity of 2,000 gallons per day or greater), or radioactive waste disposal wells.

Refer to the instructions and supporting materials document that corresponds to this UIC Pre-Closure form for detailed instructions regarding the completion of this form and the required attachments.

Transmittal Number (not required for 1 to 4 unit residential applications)

Transmittal # _____

A. Registration Category & Fee

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



Registration Category

1. Identify the type of registration activity you are conducting (check one):

- a. Pre-Closure of a Registered UIC Well(s)
- b. Pre-Closure of a Registered UIC Well(s) and Conversion to New Well Type

Note: Conversion also requires submittal of a separate registration application for the new well type.

Enter UIC Registration Number (required):

UIC Registration # _____

Basic Well Information

Is the facility serviced by the UIC well(s) **both**:

- a. For four (4) residential units or fewer; and,
- b. Only used for residential purposes? Yes No

UIC Registration Fee

Notes:

For Pre-Closure of More than One UIC Registration Number – Only one UIC registration number shall be submitted per BRP WS06d Pre-Closure application form. A separate Pre-Closure application, payment transmittal form, and applicable fee shall be submitted for the closure of wells registered under each UIC registration number even if one UIC well has been assigned more than one UIC registration number based upon multiple combinations of Well Category and Well Type discharges.

For Conversion of Registered Wells - If your application is for the conversion of a well you shall submit a separate registration application form, payment transmittal form, and applicable fee for each type of new UIC discharge. One application shall be submitted for the proposed converted new use and this Pre-Closure form shall be completed for the closure of the previously registered well use.

Fee: The pre-closure notification application fee is **\$110**.



BRP WS 06d Pre-Closure of Previously Registered UIC Well

A. Registration Category & Fee (cont.)

Exceptions: If you answered “yes” to the “Basic Well Information” question above then you must check the instructions and supporting materials document for this form to determine whether you must pay the \$110 fee or whether you are fee exempt. If the well(s) is owned by a local or regional government the fee is **\$0**. If the well(s) is owned by the Commonwealth of Massachusetts, the standard fees indicated above apply.

Enter fee here: \$ _____

Annual Compliance Fee: Currently there is no annual compliance fee associated with this Registration.

B. Residential/Facility Information

Facility/Residential Property Name _____

Facility/Residential Street Address _____

City/Town _____

State _____ Zip Code _____

Additional information (for facilities only):

Company Name (if appropriate) _____

(MassDEP Use Only) Facility # _____

Facility Public Water Supplier (PWS) ID# (if appropriate) _____

NAICS or SIC Code # (if applicable) _____

Facility Telephone Number _____

Facility Mailing Address (if different from street address): _____

City/Town _____

State _____ Zip Code _____

EPA Hazardous Waste Generator ID # (if applicable) _____

EPA Hazardous Waste Generator ID # (if applicable) _____

Tenant Name (if applicable) _____

Tenant's EPA Haz. Waste Gen. ID# (if applicable) _____

C. Current Status of Activity(ies) Being Closed (check one)

Not yet closed/converted

Discharge discontinued but closure activities not completed

Proposed closure activities completed

Date closure completed _____

Is the applicant requesting a waiver of the 30-day waiting period for closure applications?

Yes No

If you answered “yes” to this question, indicate your reasons for requesting the waiver in a cover letter attached to this application.

D. Owner/Operator Information

Name of Owner _____

Address of Owner (enter “same” if same as facility) _____

City/Town _____

State _____ Zip Code _____

Owner Email _____



BRP WS 06d Pre-Closure of Previously Registered UIC Well

D. Owner/Operator Information (cont.)

Owner's Legal Contact	Legal Contact Phone	Legal Contact Fax #		
Name of Operator (if different from owner)	Address of Operator (enter "same" if same as facility)			
City/Town	State	Zip Code		
Operator Email				
Operator's Legal Contact	Legal Contact Phone	Legal Contact Fax #		
Ownership Type (choose one):				
Private:	<input type="checkbox"/> Industrial	<input type="checkbox"/> Commercial	<input type="checkbox"/> Non-profit	<input type="checkbox"/> Residential
Public:	<input type="checkbox"/> Local	<input type="checkbox"/> Regional	<input type="checkbox"/> State	<input type="checkbox"/> Federal

E. Designer (of the Closure Activities)

Designer's name	Name of Company	
Massachusetts Engineer License Number if applicable)	Phone number	Designer email
LSP# (if applicable)	National 3rd party or manufacturer approval and ID number (if applicable)	

F. Installer (Well Closure Contractor)

Installer's name	Name of Company	
National 3rd party or manufacturer approval and ID number (if applicable)		
Installer email	Phone number	

G. Preparer Information

Preparer name	Preparer Address	
Preparer City/Town	State	Zip Code
Preparer's email	Phone number	
Massachusetts Engineer License Number (if applicable)	LSP# (if applicable)	

H. Registered Well Driller (if applicable)

		MassDEP Well Driller Registration Number
Well driller's name	Phone number	
Name of company	Company Reg. #	Well Driller Email



BRP WS 06d Pre-Closure of Previously Registered UIC Well

I. Site Information

Well(s) Selected for Closure:

Only enter the location of wells that are proposed for either complete or partially closure that are currently registered under the UIC registration number that you entered near the top of page 1.

Note: Latitude & Longitude are required data. Well ID# is assigned by you and each well should have a unique ID#. Please check the closure box for any well(s) being completely closed to the well category and well type associated with this registration application.

If you need additional well locations, please provide all information on a separate sheet.

If you do not have access to a GPS unit, see the Instructions to this form for Internet tools that may be used to select well locations.

Well ID (name and/or number)	Latitude in Decimal Degrees (e.g., 42.355767)	Longitude in Decimal Degrees (e.g., -71.060996)	Check here if well is either being physically closed or if all entry points (discharges) associated with this well category and well type will be discontinued.
			<input type="checkbox"/>

Identify the method used for locating the latitude/longitude coordinates for the UIC Class V well(s) (check one):

Location Type (check one):

- Approximate location of well
- Approximate center of area where discharge is located (i.e. center of drainfield or trench)

Accuracy – Estimated horizontal accuracy is less than (check one):

- +/- 100 feet +/- 500 feet +/- 1,000 feet

Attachments:

See instructions for this registration form for more details regarding the necessary attachments. Include the following:

- Existing Analytical Data Narrative Statement



BRP WS 06d Pre-Closure of Previously Registered UIC Well

J. Injection Well(s) or Activity(ies) Being Closed

Note: All UIC Well Closures must be done in accordance with *Massachusetts Closure Requirements for Underground Injection Control (UICs) Wells (including shallow injection wells)* (MassDEP Guidance #: BRP/DWM/DW/G04-3). The laboratory analytical work discussed in this document was developed specifically for the closure of motor vehicle waste disposal wells. Therefore, the laboratory analytical parameters for all other UIC Well Types shall be determined based upon the known and suspected types of contaminants that may have entered the well(s). For many well types, if the well(s) was properly operated and maintained throughout its existence, no laboratory analytical work will be required.

Is the closure being required by a federal, state, or local entity? Yes No

If yes, which entity? _____

If you answered "yes" to the previous question please provide the following contact information for the regulatory entity:

Contact Name for regulatory entity _____ Contact Phone number _____

Number of Wells Being Closed with this Application: _____

Will this proposed closure activity result in the complete closure of all wells associated with the existing UIC registration number? Yes No

If you answered "no" to the above question, how many wells of this well category and well type will remain after the proposed closure activities have been completed? _____

Will the closure activities include the closure of one or more floor drains or plumbing alterations to redirect the discharge to a municipal sewer connection or industrial wastewater holding tank (IWHT)?

Yes No

If you answered yes you shall contact the local plumbing inspector to obtain the necessary plumbing permits/approvals and shall coordinate the scheduling of floor drain closure/plumbing alterations work with the plumbing inspector. You will be required to submit a copy of **Form WS1: Notice of Plumbing Inspector Approval to Seal Floor Drain** with your Post-Closure Notification Form. If applicable you shall also be required to submit copies of applicable municipal approvals for connecting your floor drains to the municipal sewer system or that you have applied for a MassDEP IWHT Certification.



BRP WS 06d Pre-Closure of Previously Registered UIC Well

J. Injection Well(s) or Activity(ies) Being Closed (cont.)

The following three (3) data entry fields are only associated with the well type being registered with this application. Do not include the numbers of entry points associated with any converted new well type (if applicable).

Number of Entry Points to System before closure _____

Number of Entry Points proposed for closure _____

Number of Entry Points to System after closure _____

Proposed or previously completed well closure activities (check all that apply):

Clean out well(s) Sample fluids/sediments in the bottom of the injection well(s).

Remove well(s) and any contaminated soil

Appropriate disposal of remaining fluids/sediments

Conversion to other Well Category/Type _____
Well Category/Well Type

Note: a separate UIC registration application (BRP WS06) must be submitted for any conversion to a new well type.)

Well and all entry points physically decommissioned

Partial Closure (some but not all entry points eliminated or well(s) still in use for other types of discharge)

Sample fluids/sediments from the area surrounding the injection well(s) (as applicable)

Other: _____

Proposed Laboratory Analytical Parameters for Soil Sampling Activities:

VOCs (EPA method 8260C) VPH EPH Metals (As, Ba, Cd, Cr, Pb, Hg, Ni, Se, Zn)

Other Soil Sampling Parameter

Proposed Laboratory Analytical Parameters for Groundwater Sampling Activities:

Groundwater Sampling Parameter #1

Groundwater Sampling Parameter #2

Groundwater Sampling Parameter #3

Groundwater Sampling Parameter #4

Groundwater Sampling Parameter #5

Groundwater Sampling Parameter #6



BRP WS 06d Pre-Closure of Previously Registered UIC Well

K. Certifications

Operator

I certify under pains and penalties of law that I have personally examined and am familiar with the information submitted in this document and all attachments and based on my personal knowledge or inquiry of those agents immediately responsible for obtaining the information on my behalf, I believe the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including possible fines and imprisonment.

Signature of Operator

Date

Name of Operator

Position/Title

Owner (must be completed if owner has not signed above as operator)

I certify that I have personally examined and am familiar with the information submitted in this document and agree to the conversion or closure of the discharge well(s) described in this application.

Signature of Owner

Date

Printed Name

Position/Title

Submit a signed and complete application package to:

MassDEP
Bureau of Resource Protection
UIC Program
One Winter Street, 5th Floor
Boston, MA 02108

Send duplicate copies of this form to:

Local Board of Health
Local Plumbing Inspector (for any applications involving the closure of floor drains)