



## Massachusetts Department of Environmental Protection Bureau of Resource Protection - Title 5 Permitting

### Approval of Alternative Technologies

BRP WP 61a Approval of Alternative Technology for Remedial Use

BRP WP 61b Approval of Alternative Technology for Piloting, Provisional Use, or  
Certification for General Use

BRP WP 75a Modification of Approval or Certification for Alternative Technology

BRP WP 75b Renewal of Approval or Certification for Alternative Technology

## Permit Fact Sheet

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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](http://mass.gov/dep) in two file formats: Microsoft Word™ and Adobe Acrobat PDF™.

*Instructions & Support Materials* provide guidance on how to prepare a permit application.

These *Permit Applications*, supporting documents, and the fee payment (if applicable) must now be submitted through the [ePLACE Portal](http://ePLACE Portal). See ePLACE step-by-step instructions on the mass.gov page for this application.



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

The purpose of these approvals is to ensure that alternative Title 5 technologies, which have substitute or alternative components for one or more elements of a conventional on-site system, can provide the same or a higher degree of environmental and public health protection as a conventional system.

**BRP WP 61a** establishes an approval process for MassDEP review of alternative technologies proposed for remedial use. Remedial Use is intended to demonstrate that the alternative technology is likely to improve conditions at an existing facility served by a conventional system that has failed, is in the process of failing, or does not meet state standards.

**BRP WP 61b** establishes a three-tiered approval process for MassDEP review of alternative technologies as follows:

1. **Piloting** is intended to demonstrate that the technology proposed is likely to provide a level of environmental protection at least equal to that of a system designed and built in accordance with Title 5.
2. **Provisional Approval** is intended to evaluate alternative technologies that appear technically capable of providing levels of protection at least equivalent to those of standard on-site disposal systems. This approval will also determine whether, under actual field conditions, unrestricted use of the alternative technology will provide such protection, and whether any additional conditions addressing long-term operation and maintenance and monitoring considerations are necessary to ensure that such protection will be provided.
3. **Certification for General Use** is intended to facilitate the use, under appropriate conditions, of alternative technologies that have demonstrated levels of environmental protection at least equivalent to those of standard on-site systems.

**BRP WP 75a** establishes a modification process for existing approvals or certifications

**BRP WP 75b** establishes a renewal process for existing approvals or certifications that contain an expiration date.

### 2. Who must apply?

#### For BRP WP 61a and BRP WP 61b:

Developers of alternative technologies seeking approval for use of a technology that will treat and discharge to the ground sanitary wastewater up to 10,000 gallons per day.



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If this category does not apply to you, please be advised this is not the only category for discharges to the ground. Please consult regulations 310 CMR 4.00 and the Water Pollution Control Regulations (314 CMR 1.00 - 12.00), to determine whether another category may apply to you.

#### For BRP WP 75a

Developers of alternative technologies that have a MassDEP Title 5 approval or certification, and who wish to have the approval or certification modified.

#### For BRP WP 75b

Developers of alternative technologies that have a MassDEP Title 5 approval or certification with an expiration date, and who wish to have the approval or certification renewed. The renewal application must be submitted at least 180 days prior to the expiration date of the existing approval or certification.

### 3. What is the application fee?

BRP WP 61a	Approval of alternative Technology for Remedial Use	\$3,675
BRP WP 61b	Approval of Alternative Technology for Piloting, Provisional Use, or Certification for General Use	\$3,675
BRP WP 75a	Modification of Alternative Technology for Piloting, Provisional Use, Remedial Use, or Certification for General Use	\$2,160
BRP WP 75b	Renewal of Alternative Technology for Piloting, Provisional Use, Remedial Use, or Certification for General Use	\$2,160

### 4. Where should the application be sent?

The application must be submitted through ePLACE, located here: <https://eplace.eea.mass.gov/citizenaccess>

Additional visual ePLACE step-by-step instructions to assist in submitting your application are available at: <https://www.mass.gov/how-to/wp-61a-61b-75a-75b-approval-of-title-5-alternative-technologies>

#### **If you are applying for the WP 61a or WP 62b:**

- Log into the ePLACE Portal at: <https://eplace.eea.mass.gov/citizenaccess> and create an account.
- Once logged in, click on the large blue button on the right, "File an Online Application".
- Read and agree to the disclaimer. Click "Continue".
- To find this application, click on "Apply for DEP Authorization – Water Pollution Wastewater (WP)", and check on WP 61a or WP 62b, and click "Continue Application".
- Follow instructions on each screen and click "Continue Application" to move to the next step. The WP 61a/62b application and supporting forms are to be completed in MS Word™ or Acrobat Adobe PDF™ and attached in the Documents section.



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- Note that you can return to an application provided you select "Save and Return Later". Once you submit an application you can no longer upload documents without approval from MassDEP personnel.
- At the end of the application steps, the ePLACE system will take you directly to a screen where you can pay the fee, if applicable. Complete payment information in ePLACE.
- Once an application has been submitted, you will receive an email that will provide you the record number.
- From the "My Records" button, you will be able to view the status of your application through the review and approval processes.

#### **If you are applying for the WP 75a or 75b:**

The first step in the application process is to "Claim Your Authorization" (you do this only once and assuming you did not apply for your existing Permit through ePLACE). This process will link an existing Permit to your application and will verify your identity.

Complete the following:

- Log into the ePLACE Portal at: <https://ePLACE.eea.mass.gov/citizenaccess> or create an account if you do not already have one.
- Once logged in, click on the large blue button on the right, "File an Online Application".
- Read and agree to the disclaimer. Click "Continue".
- Click on "Apply for an EEA General Request". Note that in ePLACE all Permits are referred to as "Legacy Records".
- Select "Claim Authorization Form". Click "Continue".
- Select Whether you are claiming this for yourself or someone else. Click "Continue Application".
- Choose the following in order to "Claim Your Authorization":
  - a. Under, "Which agency is the Legacy Record from?" select "DEP".
  - b. Under, "Which program is the Legacy Record from?" select "Water Pollution (WP)".
  - c. Under, "General Information" complete your Groundwater permit number and expiration date.
  - d. You will **not** be required to attach anything in the Documents section. Click "Continue Application".
  - e. Check the certification box at the bottom of the next screen and click "Continue Application". Your authorization claim has now been submitted.
  - f. Note that you will not be able to submit the application until your authorization claim has been submitted to **and** approved by MassDEP.
  - g. It may take MassDEP a day or two to respond and approve your authorization claim. At that point, you can log into ePLACE and proceed with submitting your application.
- Upon receiving approval of your authorization claim from MassDEP, log in to ePLACE and perform the steps below to submit the application. Note that the above steps only need to be performed the first time you submit information about a facility in ePLACE.



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- Click on “My Records” where you will see the Permit for which you have an approved authorization claim. Either “Amendment” for WP 75a (this is the same as a *modification*) or “Renewal” for WP 75b will show up under Action depending on the type of application you are applying for. Select this, and then follow prompts to proceed with submittal of the application and supporting information. In the Documents section you will need to attach your WP 75a/75b application form completed in either the MS Word™ or Adobe Acrobat PDF™ formats available on the website.
- Note that you can save an application and return to it later provided you select “Save and Return Later”. Once you submit your application you can no longer upload documents without approval from MassDEP personnel.
- Once the application has been submitted, you will receive an email that will provide you the record number.
- From the “My Records” button, you will be able to view the status of your application through the review and approval processes.

### Important Contacts

- For technical assistance regarding online filing, contact the ePLACE Help Desk Team at (844) 733-7522 or [ePLACE\\_helpdesk@mass.gov](mailto:ePLACE_helpdesk@mass.gov).
- To see a copy of your application after submittal, also see: <https://eeaonline.eea.state.ma.us/EEA/PublicApp>.

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

The timelines are available on the MassDEP Website: <https://www.mass.gov/lists/massdep-fees-timelines>

#### 6. What is the annual compliance fee?

There is **NO** annual compliance fee for these approvals.

#### 7. How long are the approvals in effect?

These approvals are generally in effect for five years.

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

- a. Review the application for completeness to be sure all questions are answered correctly.
- b. Submit the application & documents and pay fee through ePLACE, <https://eplace.eea.mass.gov/citizenaccess>.

#### 9. What are the regulations that apply to these approvals? Where can I get copies?



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These regulations include, but are not limited to:

- Timely Action Schedule and Fee Provisions, 310 CMR 4.00.
- Title 5 Regulations, 310 CMR 15.000;

These regulations may be purchased at:

State Bookstore  
Massachusetts State House, Rm 116  
Boston, MA 02133  
(617) 727-2834

State Bookstore  
436 Dwight Street  
Springfield, MA 01103  
(413) 784-1376

MassDEP Regulations also may be obtained from MassDEP's web site at <http://mass.gov/dep>.



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**Application Completeness Checklist**

- ☐ A MassDEP application form for the permit category BRP WP 61a, BRP WP 61b, BRP WP 75a or BRP WP 75b has been completed. The following information and attachments have been provided:
- Identification of the type of MassDEP approval being sought.
  - Name, address, telephone, fax number and E-mail of legally responsible official.
  - Name, address and telephone number of contact person, if different from applicant.
  - Technology information including: name and model # of technology; performance data system description; alternative design standards; cost information; data regarding review, approval, or denial by other state jurisdictions; operation and maintenance requirements.

**To submit the application package:**

- ☐ Submit the application and documents listed above through ePLACE,  
<https://eplace.eea.mass.gov/citizenaccess>

- ☐ Pay fee of:

\$3,675 for BRP WP 61a or 62b;

\$2,160 for BRP WP 75a or 75b;

You can pay online in ePLACE or pay by mail in the form of a check or money order made payable to *Commonwealth of Massachusetts* (please follow email instructions provided to you once your application is submitted).