

Massachusetts Department of Environmental Protection
Bureau of Resource Protection – Water Supply
Zone II Determination for Existing Sources of Drinking Water

BRP WS 07 Approval to Conduct Pumping Test for Zone II Delineation
Instructions and Supporting Materials

Table of Contents

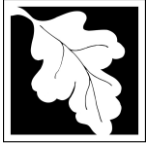
- introduction
- permit fact sheet
- completeness checklist

Introduction

MassDEP *Instructions & Support Materials* are available for download from the MassDEP Web site at www.mass.gov/dep in two file formats: Microsoft Word™ and Adobe Acrobat PDF™. Either format allows documents to be printed.

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

The supporting documents for these permit applications, and the fee payment (if applicable) must now be submitted through the [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 this approval?

The approval is to conduct a pumping test in order to delineate the Zone II for an existing well. Zone II is that area of an aquifer which contributes water to a well under the most severe pumping conditions that can be realistically anticipated (180 days of pumping at safe yield with no recharge from precipitation). Pumping tests must be conducted in accordance with *Guidelines and Policies for Public Water Systems*, available from the State House Bookstore.

The pumping test is conducted in order to evaluate the hydrogeologic characteristics of the aquifer. This is necessary to accurately delineate the Zone II. After the Zone II is delineated, the town or water supplier may wish to implement wellhead protection zoning and non-zoning controls to protect groundwater quality.

2. Who must apply?

A public water supply system must apply if it has been approved to pump 100,000 gallons per day or greater, but has not yet delineated the existing well's Zone II, and is required to pursue a Water Management Act Permit.

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

Prior to applying, applicants should consider how the data collected during the pumping tests will assist with generating the Zone II boundary. Please consult MassDEP staff prior to the pumping test concerning the data necessary for the delineation.

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 251 Causeway Street, Suite 900, Boston MA 02114 (617) 626-1020. **MassDEP cannot begin technical review of the application until the MEPA process has been completed, unless otherwise agreed to in writing.** Copies of MEPA filings 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?

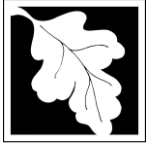
The application fee is \$970.

5. 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/ws-07-zone-ii-pumping-test>

- 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 – Drinking Water (DW)", and check on WS 07, and click "Continue Application".



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- Follow instructions on each screen and click “Continue Application” to move to the next step. The WS 07 supporting forms are to be attached in the Documents section. **Any documents being submitted that do not fit in with one of the dropdown categories, should be submitted under “other”.**
- 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.

Important Contacts

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

6. 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>

7. What is the annual compliance fee?

There is no annual compliance fee for this approval.

8. How long is this approval in effect?

The approval to conduct a pumping test on an existing source is valid for 2 years.

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

- a. Be sure all items on the Application Completeness Checklist are completed and included in submitted application in ePLACE.
- b. Review the Division of Water Supply's *Guidelines and Policies for Public Water Systems* regarding what technical criteria are necessary to generate an approvable conceptual Zone II.
- c. Communicate with MassDEP concerning the materials necessary for an approvable submission.
- d. Submit the documents required for this application and pay fee (if applicable) through ePLACE, <https://eplace.eea.mass.gov/citizenaccess>.

10. What are the regulations that apply to this approval? Where can I get copies?

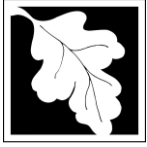
These regulations include, but are not limited to:

- 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

State House West Bookstore



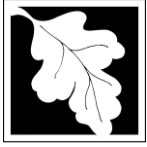
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Room 116
Boston, MA 02133
617-727-2834

436 Dwight Street
Springfield, MA 01103
413-784-1376



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BRP WS 07 Approval to Conduct Pumping Test for Zone II Delineation

Application Completeness Checklist

The following documents should be submitted through ePLACE:

- General Site Map: a map of the preliminary conceptual Zone II based on surficial geologic mapping and use of simple analytical equations.
- Pumping Test Design Proposal: description and discussion of how pumping test and drawdown data will be used to delineate the Zone II.
- Monitoring Well Plan: pumping test design proposal and monitoring well plan drafted in accordance with the Division of Water Supply's *Guidelines and Policies for Public Water Systems*.
- WS Certification Form

The following documents may need (if applicable) to be submitted through ePLACE:

- MEPA Certificate

Note: Any documents being submitted that do not fit in with one of the dropdown categories in the ePLACE system, should be submitted under “other”. If you have concerns about any specific documents displaying on the ePLACE Public Access Portal, please contact regional staff for alternative delivery.

To submit the application package:

- Submit the application and documents listed above through ePLACE, <https://eplace.eea.mass.gov/citizenaccess>
- Pay fee: \$970 (if applicable)

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).