

LANCASTER SEWER DISTRICT COMMISSION

SPECIAL PERMIT APPLICATION FOR CHANGE IN USE/CONNECTION FEE MULTI-FORM

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APPLICATION FEE : \$50.00

In accordance with the Rules and Regulations of the Lancaster Sewer District Commission, any facility connected to the Commission's sewer that is proposing a change in use, any change in the characteristics or quantity of flow, or changing the number of originally bettered units must report the change to the Commission for approval.

for LSDC use	
Permit Number:	_____
Service Number:	_____
Customer Number:	_____

Directions

PLEASE READ CAREFULLY. Fill in all blanks, attach additional paperwork as necessary.

This form is for facilities which:

1. are proposing a new connection to the Commission's sewer and have modified or expanded the use of the facility which results in a change in the number of originally bettered units.
2. are already connected to the Commissions sewer and have modified or expanded the use of the facility which results in a change of the characteristics and/or volume of flow and/or the number of bettered units.

Return to: Lancaster Sewer District Commission - PO Box 773 - 94 Main Street - South Lancaster MA, 01561

The LSDC reserves the right to request additional information if it is determined to be necessary by the Superintendent. All requests for permits to issue or transfer flow credits will be reviewed at a hearing by the Commission. The applicant will be notified of said hearing and may attend if he or she so wishes. Average time span for LSDC review and response to applications is one week to ten days. A longer period of time may be necessary if the project is large and complicated or if the submission is inadequate.

Applicant Information

Applicant: _____ Phone Number: _____

Company: _____

Address: _____

Property Information

Property Owner: _____ Phone Number: _____

if different from applicant

Property Address: _____

Water Service Number: _____

From water bill or meter. If existing connection from sewer bill.

Map/Parcel: _____ / _____

Please check as applicable

The premises are currently connected to the Commission's sewer

The proposed modification of the facility will change the number of bettered units.

If yes, the Connection Fee section must be completed

The proposed modification of the facility will change the volume or characteristics of the flow.

If yes, the Change in Use section must be completed

Flow Calculation

Existing Flows

Calculate pre-existing flows using the formula below and the LSDC's flow calculation chart (attached).
 If this application is for a facility that is not connected to the sewer please skip and fill in the proposed flows section.

Type of Flow Element: _____
 from flow calculation chart

$$\frac{\text{Number of Flow Elements}}{\text{Number of Flow Elements}} \times \frac{\text{GPD/Flow Element}}{\text{GPD/Flow Element}} = \frac{\text{Total pre-existing flow}^*}{\text{Total pre-existing flow}^*} \text{ GPD}$$

* If the total flow is less than a defined minimum flow from the flow chart then the minimum flow must be used instead

Proposed Flows

Calculate proposed flows using the formula below and the LSDC's flow calculation chart (attached)

Type of Flow Element: _____
 from flow calculation chart

$$\frac{\text{Number of Flow Elements}}{\text{Number of Flow Elements}} \times \frac{\text{GPD/Flow Element}}{\text{GPD/Flow Element}} = \frac{\text{Total proposed flow}^*}{\text{Total proposed flow}^*} \text{ GPD}$$

* If the total flow is less than a defined minimum flow from the flow chart then the minimum flow must be used instead

Connection Fee

Calculate the change in the number of bettered units. Please fill out either residential or commercial/industrial use section.
 For combined uses, -i.e. an apartment building with attached office space, fill out both sections.

Number of originally bettered units can be confirmed from the Town of Lancaster Assessors and Treasurers Office.

residential uses

For residential uses the total number of dwelling units constitutes the number of bettered units

$$\frac{\text{Total Originally Bettered unit(s)}}{\text{Total Originally Bettered unit(s)}} - \frac{\text{Total Proposed Bettered unit(s)}}{\text{Total Proposed Bettered unit(s)}} = \frac{\text{Total change in bettered units}}{\text{Total change in bettered units}}$$

commercial/industrial uses

For commercial or industrial uses, the number of bettered units is equal to the total flows
 (from the Flow Calculation section) divided by 330

$$\text{Total Existing Flow: } \frac{\text{_____ GPD}}{\text{Total Existing Flow: } \text{_____ GPD}} / 330 \text{ GPD} = \frac{\text{Total originally bettered units}}{\text{Total originally bettered units}}$$

$$\text{Total Proposed Flow: } \frac{\text{_____ GPD}}{\text{Total Proposed Flow: } \text{_____ GPD}} / 330 \text{ GPD} = \frac{\text{Total proposed bettered units}}{\text{Total proposed bettered units}}$$

$$\frac{\text{Total originally bettered units}}{\text{Total originally bettered units}} - \frac{\text{Total proposed bettered units}}{\text{Total proposed bettered units}} = \frac{\text{Additional Bettered Units}}{\text{Additional Bettered Units}}$$

The connection fee shall be equal to the greatest betterment fee applied to adjacent properties and as agreed upon by the Commission. This fee shall apply to EACH additional bettered unit.

Change in Use Fee

The Change in Use fee is determined by the total change in flow volume.

Flow Characteristics

Describe the difference in flow characteristics in terms of sanitary or industrial flow

The existing flow from the premises _____

The proposed flow from this premises is _____

If industrial, an industrial discharge permit must be filed

Sanitary shall mean sewage composed of liquid and water-carried human and domestic wastes from buildings, exclusive of ground, storm and surface water, industrial wastes, uncontaminated cooling water, and uncontaminated industrial process water.

Flow Volume

Calculate the change in the volume of flow using the information from the Flow Calculation section

_____ GPD	-	_____ GPD	=	_____ GPD
Total proposed flow		Total pre-existing flow		Total Change in Flow

Any change in use shall be subject to a fee charged on a per gallon-per-day (GPD) basis equal to the difference of the proposed flow of the new use from the flow of the current use, at a rate of \$ 15.15 per GPD, or, if applicable, at a rate of \$ 5,000.00 per additional unit, whichever is greater.

Certification

To the Lancaster Sewer District Commission:

The undersigned, being the _____ of the premises described herein, hereby certifies
(Please print "Owner", "Owner's Agent", etc.)

that there is _____ additional units requiring a connection fee, and that there is _____ GPD of additional flows
number of units

requiring a change in use fee as determined by the Commission. Additionally, the undersigned hereby agrees:

1. To accept and abide by all provisions of the Lancaster Sewer District Commission's Rules and Regulations for the installation and connection of building sewers and for the use of public sewers and to accept and abide by all other pertinent rules and regulations that may be adopted in the future.
2. That this application is not a substitution for a connection permit, nor any other required permits, and that the applicant agrees to acquire all necessary permits and permissions before starting the construction of a new building sewer, or reconstruction, repair, or modification of an existing building sewer which connects to the System.
3. To pay any additional costs as may be determined to be necessary by the Commission in relation to this permit.
4. To notify the Commission of any changes or additions to this application.

The undersigned accepts full liability and indemnifies the Lancaster Sewer District, the Town of Lancaster, and all respective agents and holds them harmless for all work performed in relation to this application.

I hereby certify under the pains and penalties of perjury that the information as contained herein is true and correct:

Signature: _____ Date: _____
Printed name: _____

Approval and Issuance

Permits will only be issued once all outstanding issues regarding this submission have been satisfied. Any costs that may be associated with this permit are in addition to the application fee and are in amount as determined by the Commission.