

WATER ACCOUNT NUMBER: \_\_\_\_\_ SEWER PERMIT NUMBER: \_\_\_\_\_

**BOOTHBAY HARBOR SEWER DISTRICT**  
27 SEA STREET  
BOOTHBAY HARBOR, MAINE 04538  
TEL. 207-633-4663

**SEWER ENTRANCE APPLICATION**

The undersigned being \_\_\_\_\_ of the  
property located at \_\_\_\_\_ does hereby request  
a permit to install and connect a sewer to serve \_\_\_\_\_ units owned by \_\_\_\_\_  
\_\_\_\_\_ at the following location:  
\_\_\_\_\_

Map #: \_\_\_\_\_ Lot #: \_\_\_\_\_

***The name of the person/contractor who will perform the work on the property covered  
by this permit is: \_\_\_\_\_***

**In consideration of the granting of this permit, the undersigned agrees:**

1. To abide by the provisions of Chapter 161 of the Private and Special Laws of 1961, and all acts additional and amendatory thereto and all ordinances, rules and regulations adopted thereunder, as they are now or may be in the future.
2. To enter the public sewer system at a location designated by the District.
3. To be responsible for bringing the building sewer to the interceptor, gravity, or force main including the road opening permit, installation of all piping, marker tape and clean-outs (1 OUTSIDE FOUNDATION (WITHIN 4 FT), ANY CHANGE OF DIRECTION > 22.5 DEGREES, AND EVERY 80 FT) to the interceptor, gravity, or force main including connection to said main, and to maintain same at no expense to the District.
4. To install and properly maintain an adequately sized grease trap or interceptor if deemed necessary by the District.
5. ***To notify the District when work is to begin within the road or road right-of-ways. All work in this area shall be performed under the direct supervision of the District.***
6. ***To supply the District with a photograph showing the as-built connection to the sewer, including the lateral stub, main, or force main. In addition, supply a map/drawing showing, with at least two measurements from permanent objects, the exact "as-built" location of the connection and line to the home.***
7. All payments including the Entrance Fee, etc. Will be made prior to the issue of any permit.
8. To pay a Permit and Inspection Fee as determined by the Board of Trustees, using the fee schedule below adopted and effective December 5, 2022.

Per Unit Charge any connection \_\_\_\_\_ Fee \$2,000.00 or \$667 per bedroom, whichever is greater.

Applicants Signature: \_\_\_\_\_

Approved Fee: \_\_\_\_\_ Date Approved: \_\_\_\_\_ Date Paid: \_\_\_\_\_

Application approved and permit is hereby issued:

By: \_\_\_\_\_ Date: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

## DEFINITIONS

Building Drain. That part of the lowest horizontal piping of a drainage system that receives the discharge from soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five (5) feet outside the inner face of the building wall.

Building Sewer. The extension from the building drain to the public sewer or other place of disposal, also called house connection.

Condominium. Means real property having more than one dwelling unit and the ownership of which consist of separate, divided fee simple estates in individual air space units, together with an undivided fee simple interest in the common elements appurtenant to such units.

Condominium unit. Means a form of property ownership of airspace and is eligible for individual sewer use charges as a unit.

Dwelling. Means any building, structure, or other housing accommodation that is wholly or partly used or intended to be used for living or sleeping by human occupants, but excludes temporary housing.

Dwelling Unit. Means one room or rooms connected together for residential occupancy and including bathroom and kitchen facilities. If there is more than one meter for any utility, address to the property, or kitchen; or if there are separate entrances to rooms which could be used as separate dwelling units; or if there is a lockable, physical separation between rooms in the dwelling unit such that a room or rooms on each side of the separation could be used as a dwelling unit, multiple dwelling units are presumed to exist; but this presumption may be rebutted by evidence that the residents of the dwelling share utilities and keys to all entrances to the property and that they (A) share a single common bathroom as the primary bathroom, or (B) share a single common kitchen as the primary kitchen.

Townhouse. Means a multi-unit dwelling in which the ownership of each dwelling unit consists of a separate fee simple estate on an individually platted lot, together with an undivided fee simple interest in the common elements, if any.

Townhouse unit. Means that part of a townhouse constituting a single dwelling unit.

Wastewater. Liquid and water-carried industrial wastes and/or sewage from residential dwellings, commercial buildings, industrial and manufacturing facilities, and institutions, whether treated or untreated, which are contributed to the POTW. Groundwater, surface water, and storm water ***shall not*** be intentionally combined with domestic or industrial wastewater in the sanitary sewerage system.

# BOOTHBAY HARBOR SEWER DISTRICT

BOARD OF TRUSTEES  
Boothbay Harbor, Maine 04538

## Preliminary Information For Obtaining A SEWER ENTRANCE APPLICATION

1. Owner: \_\_\_\_\_
2. Present Address of Owner: \_\_\_\_\_  
\_\_\_\_\_
3. Phone Number: \_\_\_\_\_
4. Person making Application: \_\_\_\_\_
5. Phone: \_\_\_\_\_
6. Property Location: \_\_\_\_\_
7. Plumber: \_\_\_\_\_ Phone: \_\_\_\_\_

### CHECK PROPOSED PLANS BELOW:

- \_\_\_\_\_ NEW
- \_\_\_\_\_ REMODEL
- \_\_\_\_\_ ADDING UNITS
- \_\_\_\_\_ NEW CONNECTION

CONTRACTOR NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

**CIVIL RIGHTS INFORMATION COLLECTION**  
**FOR USDA FINANCED ORGANIZATIONS**

USDA financed facilities that use applications to determine eligibility for receipt of benefits or services or for informational purposes, will put the slogan "*EQUAL OPPORTUNITY PROGRAM*" on the bottom of their application forms and informational brochures.

Recipients using application forms shall establish a section at the end of the form, below the signature and date block or a separate card/sheet to collect race/national origin information. In addition, the following disclosure notice shall be included:

**"The following information is requested by the Federal Government in order to monitor compliance with Federal laws prohibiting discrimination against applicants seeking to participate in the program. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating your application or to discriminate against you in any way. However, if you choose not to furnish it, we are required to note the race/national origin of individual applicants on the basis of visual observation or surname."**

Race: ☐ White ☐ Black ☐ Hispanic ☐ American Indian ☐ Asian  
☐ Alaskan Native ☐ Pacific Islander

Sex: ☐ Male ☐ Female

Recipients using application forms will provide services and benefits in the order applications are received. A current waiting list will be maintained by the date and time an application is received, name of the applicant, race/national origin and a summary of the action taken.

Above records will also reflect the number of applicants approved or rejected for the benefit or service by race/national origin. The recipient shall make a report of this information available to Rural Development employees, USDA officials, and other appropriate Federal employees, i.e., HUD or DOJ employees, as requested by telephone or written notice through an appropriate Rural Development official.

ACCOUNT # \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please Return to:

Boothbay Harbor Sewer District

27 Sea Street

Boothbay Harbor, Maine 04538

TOWN OF \_\_\_\_\_ HOUSE SURVEY

COMPLETED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**1. LOCATION OF PROPERTY**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

**2. IS HOME CONNECTED TO: TOWN SEWER** NO \_\_\_\_\_ YES \_\_\_\_\_

IF NOT, CONNECTED TO: SEPTIC SYSTEM \_\_\_\_\_ UNKNOWN \_\_\_\_\_

COMMENTS: \_\_\_\_\_

**3. DOES HOME HAVE: BASEMENT** \_\_\_\_\_ **CRAWL SPACE** \_\_\_\_\_ **SLAB** \_\_\_\_\_

IF BASEMENT, DOES IT APPEAR TO HAVE MOISTURE OR GROUNDWATER? NO \_\_\_\_\_ YES \_\_\_\_\_

DIRT FLOOR \_\_\_\_\_ CONCRETE FLOOR \_\_\_\_\_

COMMENTS: \_\_\_\_\_

**4. IS THERE A SUMP PUMP IN BASEMENT: NO** \_\_\_\_\_ **YES** \_\_\_\_\_

SUMP PUMP DISCHARGES TO:

SEWER SYSTEM \_\_\_\_\_ STORM DRAIN \_\_\_\_\_ THOROUGH OUTSIDE WALL \_\_\_\_\_

SUMP PUMP DATA:

MAKE/MODEL: \_\_\_\_\_

DISCHARGE PIPE DIAMETER: \_\_\_\_\_ RATING: \_\_\_\_\_ (GPM)

COMMENTS: \_\_\_\_\_

**5. ADDITIONAL SOURCES OF WATER TO SUMP/COLLECTION SYSTEM:**

BASEMENT FLOOR DRAIN(S) NO \_\_\_\_\_ YES \_\_\_\_\_

ROOF LEADER(S) NO \_\_\_\_\_ YES \_\_\_\_\_

FOUNDATION DRAIN(S) NO \_\_\_\_\_ YES \_\_\_\_\_

YEARD DRAIN(S) NO \_\_\_\_\_ YES \_\_\_\_\_

DRIVEWAY DRAIN(S) NO \_\_\_\_\_ YES \_\_\_\_\_

OTHER (DESCRIBE) \_\_\_\_\_

COMMENTS: \_\_\_\_\_

**LOCATION OF PROPERTY**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

**6. IS HOUSE SERVICE LATERAL AT OR BELOW CELLER FLOOR LEVEL:**

AT FLOOR LEVEL \_\_\_\_\_ ABOVE FLOOR LEVEL \_\_\_\_\_ (FT)

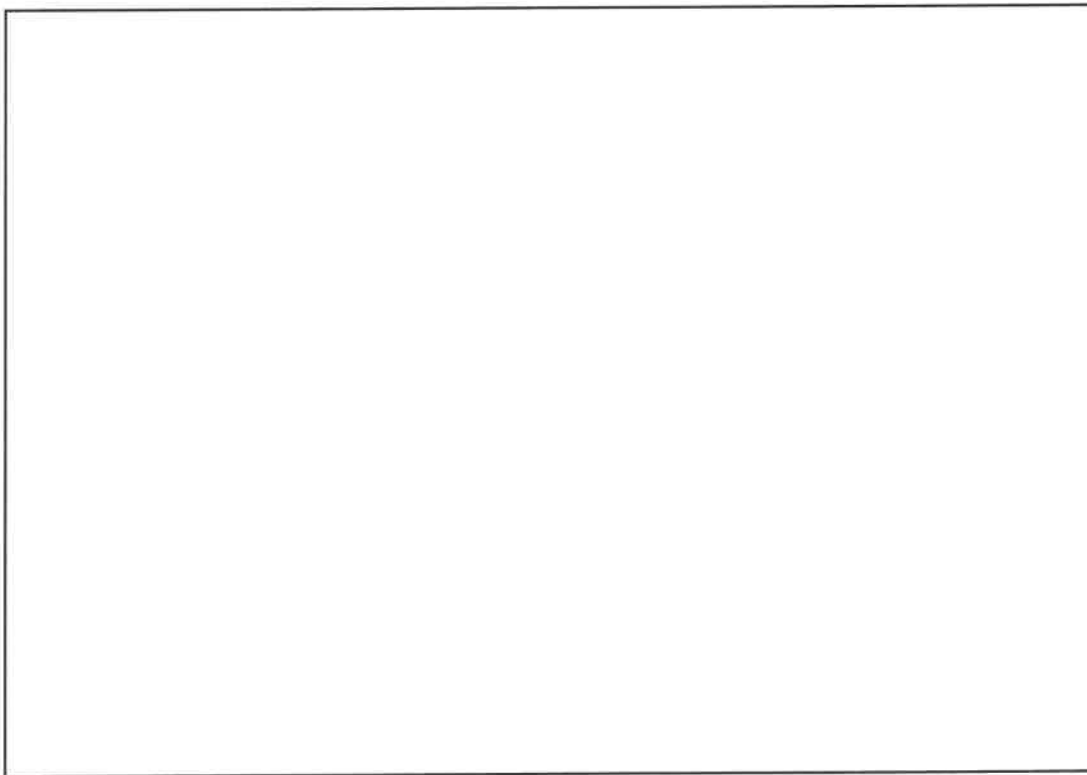
IF BELOW FLOOR LEVEL, IS THE CLEANOUT OPEN: NO \_\_\_\_\_ YES \_\_\_\_\_

DISTANCE FROM SILL TO SERVICE LATERAL \_\_\_\_\_ (FT)

COMMENTS: \_\_\_\_\_

**7. DRAINAGE PROBLEMS:**

BASEMENT \_\_\_\_\_ DRIVE \_\_\_\_\_ YARD \_\_\_\_\_ OTHER \_\_\_\_\_

**8. BASEMENT SKETCH: LABEL FRONT AND BACK OF HOUSE, SUMP LOCATION, ANY MOISTURE OR GROUNDWATER CONCERNS, SEWER LINE DISCHARGE FROM HOUSE, AND CLEANOUT LOCATION(S).**


PLEASE ATTACH ADDITIONAL SHEET IF NECESSARY FOR COMENTS/EXPLANATIONS. THANK YOU!