



SCITUATE BOARD OF HEALTH CHECKLIST FOR PRIVATE WELL INSTALLATION, REPAIR OR DECOMMISSIONING

In accordance with the Town of Scituate Private Well Regulation, the applicant must submit the following to the Board of Health for review before a permit can be issued to install, repair, or abandon a private well:

1. Review the Town of Scituate Private Well Regulation located on the Board of Health website.
2. A completed online application for a well drilling permit
3. After submitting the permit application, pay the online fee of \$150.00, or drop off to the Board of Health office, the non-refundable application fee, with a check made payable to the Town of Scituate.
4. A copy of the well driller's valid certification issued by the Massachusetts Department of Environmental Protection (MassDEP) and proof of insurance must be attached to the online well permit application using the paperclip function.
5. Attach the plan to the online permit and drop off two copies to the Board of Health office with a specified scale signed and stamped by a professional land surveyor or professional engineer showing the following:
 - The location and description of all existing or proposed above or below ground structures on the property and adjacent properties within 200 feet of the proposed well
 - All property lines, public or private ways, buildings, water lines, sewer lines, subsurface drains, cesspools, septic tanks, pump chambers and leaching facilities within 200 feet of the proposed well
 - Underground storage tanks (USTs), landfills, and any other potential source of contamination (including but not limited to agricultural fields, animal feed lots, beauty salons, dry cleaners, funeral homes, furniture stripper/refinisher, gasoline/service station, junk yard, railroad lines, car washes, road salt stockpiles, golf courses, sites with a MassDEP release tracking number) within 500 feet of the proposed well

*Note that the plan should be submitted concurrently to the Conservation Commission for review

A certificate of compliance will be issued following receipt of the following:

1. An as-built plan with a specified scale signed and stamped by a professional land surveyor or professional engineer identifying the well location relative to required setbacks
2. A copy of the well completion log submitted to the MassDEP by the well driller

3. The laboratory report providing the results of the water sample(s) analyzed by a State certified laboratory using EPA and MassDEP approved analytical methods that meet the concentration requirements for drinking water identified in the regulation.
4. The well driller and the plan design engineer need to approve the online application prior to the certificate of compliance being issued.

The following are required at the time of transfer of property that has a private well:

1. A water sample from each well should be submitted to a Massachusetts certified laboratory for testing for the parameters per the requirements identified in Tables 1 and 2 of Appendix A or the recommended sampling parameters and the concentration limits for a potable well provided in the current version of MassDEP's Private Well Guidelines as issued by MassDEP after the adoption of the Scituate Private Well Regulation.
2. This water quality testing should have been performed not more than one (1) year prior to transfer of the property. The results of the water quality testing should be submitted to the Board of Health within 30 days after the sample collected and prior to property transfer.
3. Additionally, a well inspection must be performed that includes identifying the location of the private well. If not on file, a copy of the private well as-built plan shall be submitted to the Scituate Board of Health within 30 days after the inspection has been completed and prior to the closing.