



## Checklist for New Commercial, Industrial or Multi-Unit

Below is Dracut Water Supply District's (DWSD) guidelines for new Commercial, Industrial and Multi-Family/Condo projects. DWSD is NOT part of the Town of Dracut. Below are some important Rules and Regulations regarding your application for water service.

### Board Approval

- Request for new commercial water services or over three (3) homes or units require the approval of the Board of Water Commissioners. Contact the Board of Commissioners Secretary to get on the agenda for the next meeting.
- Submit plans for review and approval showing the proposed water infrastructure, existing easements and installing contractor. Engineered plans may be requested at the discretion of the Superintendent.
- A plan review approval form must be signed by the Board and does not guarantee water if all conditions, if any, have not been met.
- The commitment granted by the Board expires 2 years from the date of the approval.
- Any change in ownership of the project or any part thereof except as to original applicant requires re-submittal for District Board of Commissioners approval.
- System and Development Fees (SDF) will be those in effect at the time of application and payment not when project was approved.

### General

- Massachusetts Department of Environmental Protection (MassDEP), Drinking Water Regulations requires that all public water suppliers maintain a minimum residual water pressure at street level of at least 20 psi under all design conditions of flow for all service connections onto the public water supply.
- Any person(s) requesting water service that includes the installation of new water mains must complete an application for water main connection. The charges for water main connection fees shall be that fee which has been adopted by the Board of Water Commissioners at a regularly scheduled meeting.
- You may need to provide the Fire Department with hydrant flow test results. DWSD does not perform the flow test. This test must be witnessed by the District. You will be charged a service call.
- Before DWSD will sign off on the Town of Dracut's building permit you will need to complete a new service application and pay applicable fees.
- A Cross Connection plan must be submitted with application for review by our certified backflow contractor and pay applicable fees.

### Installations/Inspections

- No person shall connect to a main for extension of main or connect a main for service without being a bonded water installer on file with the District. Person(s) requesting to become District approved bonded installer(s) must complete a bonded installer application and submit all the required information along with payment.

## Installations/Inspections continued

- For buildings that are being demolished the water meter must be removed and water disconnected at the main before the District will sign off on the Town of Dracut's demolition permit. In some instances service termination to the main may be waived by the Field Operator if it is determined that the curb box to the main condition is such that replacement to the main is not necessary.
- Prior to demolition the applicant shall under the direction of the Water District staff disconnect the line so as to avoid any demolition damage to the existing service. All services must be replaced to the curb box and renewed to the new construction in the event that the foundation is raised. All work should conform to the current DWSD Water Mains and Service Installation Requirements in place at the time the work is performed.
- The applicant shall be subject to inspectional charges for all phases of demolition regarding the water service line work.
- Any work done on the public water supply or any pipe, fitting, valve, tap, service or excavation which shall connect directly or indirectly to the water main of the District shall require inspection. Failure to do so may result in the line being removed at the contractor's expense. All inspections require 48 hour notice except in emergencies as determined by the Superintendent who may waive the 48 hour notice. Dig safe is always the responsibility of the installer.
- For meters over 1" DWSD will supply the meter for a plumber to install. You must call DWSD for an inspection once the meter is installed.
- For main installs the new main must be chlorinated and pass a bacteria sample before being turned on. Results from a certified lab must be submitted to DWSD.
- Signature on project timeline by Superintendent that all conditions and requirements, if any, have been met.



**Dracut Water Supply** • 59 Hopkins Street • Dracut, Ma 01826 • Tel: 978-957-0441 •

Fax: 978-957-2073 • [frontdesk@dracutwater.com](mailto:frontdesk@dracutwater.com)

---

Acknowledgement Form  
Checklist for New Commercial, Industrial or Multi-Unit

I acknowledge I have received and reviewed the attached guidelines for New Commercial, Industrial or Multi-Unit construction.

\_\_\_\_\_  
Service Address

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

\_\_\_\_\_  
Date