



Commonwealth of Massachusetts
TOWN OF PLYMOUTH
PUBLIC HEALTH DEPARTMENT
 508-747-1620 X10118
 Fax: 508-830-4062
 26 Court Street
 Plymouth, Massachusetts 02360

FEE: \$225.00
 Check or Money Order
 Payable to
 Town of Plymouth

Septic Installer License valid May 1st through April 30th Annually

MAKE CHECK PAYABLE TO: Town of Plymouth
RETURN TO: PUBLIC HEALTH DEPT., 26 Court Street, Plymouth, MA 02360

APPLICANT'S NAME _____
 (Person who holds the hoisting license)

COMPANY NAME: _____ OWNER: _____

BUSINESS ADDRESS _____

MAILING ADDRESS (if different than Business) _____

BUSINESS PHONE _____ CELL PHONE _____

EMAIL: _____

Towns/cities in which you hold an Installer License (You **must** provide at least three license copies, no older than 3 years - each from a separate town **OR** two license copies from separate towns, no older than 3 years AND a letter of recommendation from a local engineer): _____

Do you own your own equipment? Yes No List Equipment: _____

Can you read and implement engineering plans necessary for the installation of septic systems? Yes No

Are you familiar with 310 CMR 15.000 (Title 5) & *Plymouth Board of Health Local Regulations*? Yes No

Worker's Compensation Coverage & Liability Insurance # _____

Scan and attach a copy of all licenses and worker's compensation insurance.

MA Driver's License # : _____ Hoisting License #: _____

ATTACHED TO THIS INSTALLER LICENSE APPLICATION ARE THE FINAL INSPECTION PROCEDURES. YOUR SIGNATURE BELOW INDICATES YOU HAVE READ, UNDERSTAND, AND WILL COMPLY WITH THESE EXISTING PROCEDURES.

 Signature

FOR OFFICE USE ONLY:

INSURANCE CERTIFICATES RECEIVED: COPY MA DRIVER LICENSE:

COPY HOIST LICENSE: MUNIS NUMBER: _____ ACCESS: _____

LICENSE MAILED OUT:

FINAL INSPECTIONS FOR SEPTIC SYSTEM INSTALLATION

Effective March 1, 2005, all septic system installations must be inspected by an agent of the Board of Health prior to backfilling. Please refer to Title 5, 310 CMR 15.021 (2): Certificates of Compliance, **“Subsurface components of a system shall not be backfilled or otherwise concealed from view until a final inspection has been conducted by the approving authority and permission has been granted by the approving authority to backfill the system”**.

All Inspections are \$100.00 each, paid at the time the permit is picked up by the licensed installer. If an inspector needs to inspect a system more than once each visit will constitute an additional \$100.00 fee. All checks should be made payable to the Town of Plymouth.

FINAL SYSTEM INSPECTION PROCEDURES

As of July 11, 2005, the Plymouth Board of Health and its agents will be conducting final inspections, prior to backfilling on all newly installed septic systems. **A fine of \$200.00 will be assessed the Installer if there are deviations made to these procedures.** The following are steps to be taken for a limited visual inspection:

1. The application is submitted for approval and permitting. A licensed installer comes into the office and signs the permit. The installer picking up the permit will also file a request for final inspection along with the \$100.00 fee. This inspection form has the M.G.L. c. 82A and 520 CMR 7.00 et Seq. (as amended) Trench Regulations included. **If you will be sending a representative for yourself/company to pick up the permit and plans, their name must be on file with the department as an authorized person to conduct business on your behalf.**
2. When a job is complete the installer notifies the Engineer. Once the “As Built” has been prepared it shall be filed with the Health Office. **Final inspections will not be scheduled until the office has received the As-Built.**
3. The installer will call the Health Office to schedule a final inspection to backfill. We will make every effort possible to accommodate you, but same day inspections are seldom possible. Friday inspections are scheduled as exceptions only. **If you will be sending a representative for yourself/company, their name must be on file with the department as a competent person(s) to meet the inspector (must have considerable knowledge of septic system installation, Title 5 Regulations and Plymouth Board of Health Regulations).** The inspector will arrive at the site with a Septic System Installation Checklist form for completion and a copy of the As Built.
4. The installer must sign the as built plan as currently required. The inspector will make sure the components are installed as designed. If there is any substantial deviation from the original design, the installer must notify the Engineer and any revisions to the plan must be submitted to the Health Office for approval. If a change is minor, revisions can be made on the “as built”.
5. If the installation is not complete or is improperly installed, the inspector will leave the site. Once the system has been properly installed the Installer will go to the Health Office and fill out another inspection form and pay an additional \$100.00 fee for a reinspection.
6. **NO SYSTEM CAN BE BACKFILLED WITHOUT THE ENGINEER AND TOWN’S APPROVAL.** The inspector will return the checklist to the Health Office.
7. Prior to the issuance of the Certificate of Compliance the installer must sign the As-Built and Septic System Installation Checklist – stating that to the best of his/her ability all on-site sanitary waste system pipes, drains, tanks, voids, cesspools, or other equipment and/or features have been identified, located, filled, crushed, pumped, and otherwise rendered useless according to the engineer’s plans.
8. A Certificate of Compliance will be issued by the Health Department to the installer. The installer will furnish the applicant (name on Health permit) the Certificate of Compliance.



THE TOWN OF PLYMOUTH

26 Court Street
Plymouth, Massachusetts 02360

Public Health Department
(508) 747-1620 ext 10118

Please complete and return with payment

Installer
Name/Company:

Contact Person:

Business Phone:

Cell Phone:

Authorized Person(s) To Pick Up

Permits and Plans:

Competent Person(s) to Meet Inspector for Final Inspections

(must have considerable knowledge of septic system installation,
Title 5 Regulations and Plymouth Board of Health Regulations):

Reminders

- Final Inspection fee of \$100 is due at the time of permit and plan pickup
- There is no open hole inspection
- As-Builts must be received from the engineer prior to scheduling an inspection
- System may NOT be backfilled without the As-Built being received by the Health Department AND a final inspection.

