



## TOWN OF GROTON

### Office of the Sewer Commission

173 Main Street, Groton, MA 01450

Office: 978-448-1117 Fax: 978-448-1123

Commissioners:

James L. Gmeiner, Chair

Thomas D. Orcutt, Vice Chair

Michael F. Bouchard, Clerk

### **POLICY AND GUIDELINES FOR A SUBMISSION TO EXTEND SEWER DISTRICT**

Under the Sewer Commission's policy, a public hearing will be held concerning a request for sewer district extension. The purpose of this hearing is to communicate a proposed extension to abutters and town boards, and to offer guidance to the applicant about requirements associated with a sewer district extension.

#### **Sewer District Expansion Policy:**

The Groton Sewer Commission upon a request by a person, corporation, or other entity seeking to expand the municipal sewer system to serve property that is currently not served by municipal sewer shall hold a public hearing on said request. This policy shall apply to the Center Sewer District and the Four Corners Sewer District. The Public Hearing shall be advertised for two (2) consecutive weeks in a local publication. The proponent shall notify all direct abutters to the expansion by mailing notice thereof by certified mail at least (10) days prior to the hearing date and shall submit said receipts to the Sewer Commission on or before the hearing date. The applicant or the representative shall reimburse the Sewer Commission for all costs associated with advertising and other direct costs incurred by the Sewer Commission. The applicant or their representative will be required to attend the public hearing.

#### **Guidelines for Applying for a Sewer District Extension**

A person or entity seeking to extend the sewer district may apply to the Sewer Commission for a sewer district extension. The applicant must explain the need and provide basic details about the proposal, including:

- Why is this request being made?
- Proposed use of the sewer (e.g. residential; commercial (including type of business))
- Implementation timeframe
- Alternatives to a sewer connection that could be considered
- Capacity request (e.g. number of bedrooms, size of business)
- Location of property (street address and Assessor's Parcel ID/Map Block Lot)
- Proposed path of the sewer connection
- Status of the applicant's proposed plan before any other board (Planning Board, Zoning Board of Appeals, Board of Health, etc.)

The Commission will discuss the application with the applicant in a public meeting. If warranted, a public hearing will be scheduled.

### **Public Hearing**

A hearing will be scheduled by the Sewer Commission, after advertising the hearing for two (2) consecutive weeks in a local publication (i.e. the Groton Herald) Abutters will also be notified by certified mail.

The applicant is responsible for:

- Requesting an Abutters List for the Groton Assessors Office
- Certified mailing of the hearing notice to the abutters
- Providing the Sewer Commission with the Abutters List and receipts of the certified mailing
- Payment for the advertisement in the local publication
- Attending the public hearing in person or by a representative

The Sewer Commission is responsible for:

- Placing the public hearing notice in the local publication
- Verifying the mailing to abutters has taken place
- Notifying town boards
- Conducting the public hearing

### **After the Public Hearing**

Sewer district extensions can only be authorized by an affirmative vote of town meeting. The Sewer Commission, in a public meeting, will render its position regarding the extension of a district. This position will be included in the town meeting warrant.

The Sewer Commission may consider the following factors in arriving at a position. Other factors may be considered if pertinent to the proposed extension.

- Available capacity of the sewer system
- Alternatives available to the applicant
- Status of current waste disposal system
- Positive and negative impacts on abutters
- Positive and negative impacts on environment
- Positive and negative impact on economic factors

### **Town Meeting**

An extension of a sewer district will be placed on a town meeting warrant. An extension request can be placed on a town meeting warrant by a petition of the applicant or by the Sewer Commission, regardless

of the position taken by the Sewer Commission regarding the extension. The town meeting will vote to expand or not expand the district.

The applicant will generally be required to present the extension request to town meeting.

If a district expansion is approved, all properties in the new expansion will be subject to a mandatory sewer hookup.

### **If a Sewer District Expansion Is Approved**

If the culmination of this process is the approval of an expansion of a sewer district, it is important to realize that:

- All costs of design and construction are borne by the applicant
- Connection fees and all other applicable fees are borne by the connecting party
- All work is to be performed by an approved licensed drainlayer.
- The Sewer Commission approves the design and construction plan, using an outside consultant. Costs incurred by the Commission are to be borne by applicant.
- Design and construction contractors are to be engaged by the applicant.
- All necessary permits are the responsibility of the applicant.
- The Groton Sewer Commission will update the district map.

Adopted by the Groton Sewer Commission: April 17, 2019