

**TOWN OF WAYLAND  
Board of Health**

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778  
508-358-3617

**REQUIREMENTS FOR OBTAINING A BUILDING PERMIT**

A Board of Health review of building permits is required to determine if a proposed addition will have an impact on the existing septic system. The following sections of Title 5 of the State Environmental Code address this issue:

**15.352 Increases in Design Flow to System**

"No person shall increase the actual or design flow to any cesspool or to any other [septic] system above the existing approved capacity, unless the system is upgraded. Upgrades to accept increased design flow shall be performed in full compliance with the requirements applicable to new construction unless a variance is allowed pursuant to 310 CMR 15.414." **The addition of one or more bedrooms or the addition of living space in excess of 60% of the square footage of the existing living space is presumed to result in an increase in actual or design flow. Only finished, heated living space is considered in this calculation.**

**15.002 Definitions**

Bedroom - A room providing privacy, intended primarily for sleeping and consisting of all of the following:

- (a) floor space of no less than 70 square feet;
- (b) for new construction, a ceiling height of no less than 7'3";
- (c) for existing houses and for mobile homes, a ceiling height of no less than 7'0";
- (d) an electrical service and ventilation; and
- (e) at least one window.

Living rooms, dining rooms, kitchens, halls, bathrooms, unfinished cellars and unheated storage areas over garages are not considered bedrooms. Single family dwellings shall be presumed to have at least three bedrooms. Where the total number of rooms for single family dwellings exceeds eight, not including bathrooms, hallways, unfinished cellars unheated storage areas, the number of bedrooms presumed shall be calculated by dividing the total number of rooms by two and rounding down to the next lowest whole number. The applicant may design a system using design flows for a smaller number of bedrooms than are presumed in this definition by granting to the approving authority a deed restriction limiting the number of bedrooms to the smaller number.

## **What to Submit to the Health Department:**

Complete the attached "Application for Board of Health Approval to Obtain A Building Permit". Submit application along with all the required materials as outlined below for either a building permit or a demolition permit approval.

Fees: New construction, demolition, additions, porches: \$150. Decks: \$50. Sheds: \$25. Temp. Mobile Home: \$75. All checks made payable to: Town of Wayland.

## **Building Permit Submittal Requirement Guidelines:**

Provide plans describing the proposed building project as follows:

1. Sketch entire floor layout of existing and proposed heated living areas (finished basement, first floor, second floor, etc.).
2. Indicate all room designations and square footage. Clearly identify proposed addition.
3. A plot plan showing the location of the septic system in relation to the proposed addition must also be provided. Septic tank, sewer lines and leaching area must be shown on the plan, including distances from the septic system structures to the proposed addition. If septic system location is unknown, a civil/sanitary engineer must investigate its location and document on the plan.
4. The following setbacks from the septic system must be maintained in compliance with Title 5 and Wayland BOH regulations:
  - Full or slab foundation to septic tank = 10 feet
  - Slab foundation to edge of leaching area = 10 feet
  - Full foundation to edge of leaching area 20 feet
5. Calculate the square footage of the existing living space and the proposed addition.

## **Demolition of Existing Structure Permit Submittal Requirement Guidelines:**

1. An asbestos inspection of the structure to be demolished must be conducted by a certified asbestos inspector. If asbestos exists in the building, it must be removed by a licensed asbestos remediation contractor. For assistance, you may obtain information by connecting to [www.mass.gov/dos/asbestos/index.htm](http://www.mass.gov/dos/asbestos/index.htm) or call the Massachusetts Division of Occupational Safety at 617-969-7177.
2. A certified pest control operator must inspect the structure for the presence of rodent and/or insect infestation and inform the Board of the findings in writing. If necessary, remediation must be implemented prior to actual demolition.
3. The Board must be informed of the method of transport of debris from the site, the company who will be hauling the debris and the location of its final disposal. The company must have a valid refuse hauler license from the Board of Health.
4. An approved septic system should be on file with the Board of Health if you intend to build a new house on the property where the demolition occurs.