



**Town of Stow
Board of Health
380 Great Road
Stow, Massachusetts 01775
978-897-4592
978-897-7631
FAX 978-897-4615**

Here is a suggested checklist for obtaining a well permit. If you have any further questions please call the Board of Health office.

_____ Contact a state licensed well driller. Board of Health has a list of approved well drillers.

_____ The well permit application can be picked up at the Board of Health office and completed by the homeowner and the well driller.

_____ A file search at the Board of Health office will be required to obtain the homeowner's septic plans and lot lines as well as abutters to the homeowner.

_____ Develop a proposed plan with the well driller from the information of the homeowner's plan and the abutters. (The BOH staff will make copies of all abutters plans for the homeowner.) The proposed plan should be a computerized schematic showing proposed well location and set back distances to the septic leaching fields, tanks and property lines. If wetlands are near the site further information may be needed from the Conservation Department.

_____ Submit the proposed plan with the well application to the Board of Health for approval. The fee for a well permit is \$90.00 and is payable at the time of application submittal.

_____ Department of Environmental Protection (DEP) regulations require 100 feet from the well to the septic leaching field and 50 feet from the well to the septic tank. Well set backs to property lines are 25 feet. Variances to the distance will be considered by the BOH on smaller lots or lots that have restrictions not allowing the setbacks in the regulations.

_____ The BOH will review the proposed plan and approve and sign the permit application.

_____ After the well driller and homeowner receive a copy of the approved permit, the well can then be installed.

_____ After completion of the drilling process the well driller submits a copy of the well completion report to the Board of Health. This report will contain the well information such as the depth of the well and the yield in gallons per minute.

_____ Plumbing, Electrical and Trench permits should be obtained through the building department for pump installation and pipework.

_____The well driller will sample the water for analysis at a state approved lab. There is a list of approved state laboratories at the Board of Health office. ***The testing required is found in the Stow “Private Well Regulations” which can be found on the Town of Stow web page*****

_____ The Board of Health will review the water analysis and determine the potability of the water.

_____ A certificate of compliance will be issued by the Board of Health after reviewing the water analysis and well yield.

***A copy of the Stow private well regulations can be found on the Town of Stow web page under Board of Health local regulations.*