



Facility #: \_\_\_\_\_  
**MASSACHUSETTS WATER RESOURCES AUTHORITY**  
2 Griffin Way  
Chelsea, Massachusetts 02150

Telephone: (617) 242-6000

## **NOTIFICATION OF PROPOSED GAS/OIL SEPARATOR INSTALLATION**

The Massachusetts Uniform State Plumbing Code, 248 CMR § 10.00, and the Massachusetts Water Resources Authority (MWRA) Sewer Use Regulations, 360 CMR 10.016, require that the MWRA be notified of the installation of a new gas/oil separator in the MWRA Sewer District so that it may be inspected and approved prior to backfilling. The separator installation is subject to approval by both the municipal plumbing inspector and the MWRA.

Please fill out (type written) the information below and submit this form to MWRA. Upon submission of this form and a plan of the proposed gas/oil separator, MWRA will contact you to establish a time and date for inspection of the separator.

**Please submit information at least 15 days before installation to insure that an inspection can be scheduled.**

DATE: \_\_\_\_\_

NAME OF APPLICANT: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

CONTACT: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

TYPE OF FACILITY BEING CONSTRUCTED: \_\_\_\_\_

ADDRESS OF SEPARATOR INSTALLATION: \_\_\_\_\_

EXPECTED DATE OF INSTALLATION: \_\_\_\_\_

LOCATION OF SEPARATOR RELATIVE TO  
BUILDING: \_\_\_\_\_

SEPARATOR OWNER COMPANY NAME: \_\_\_\_\_

CONTACT NAME AND TITLE FOR FUTURE  
SEPARATOR MAINTENANCE ISSUES: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Send to: Massachusetts Water Resources Authority  
Chelsea Facility  
2 Griffin Way  
Chelsea, Massachusetts 02150  
Attention: Michael J. Quercio, Jr.  
Email to: [Michael.Quercio@mwra.com](mailto:Michael.Quercio@mwra.com)

For questions, call Michael J. Quercio, Jr., Source Coordinator, Toxic Reduction and Control at (617) 305-5645

## Overview

All inspections are currently performed virtually and all criteria/documents requested must be submitted electronically. Please see the following page: [Virtual Inspection Information and Requirements](#) for more information.

## Instructions

Fill out the form above and return it to Michael J. Quercio Jr., Source Coordinator, via the contact information listed below:

- The owner information should include contact information for **future** unannounced inspections of the separator by our staff to make sure the owner is maintaining the trap (name, title, phone number, email address).
- The trap should follow the Massachusetts Uniform State Plumbing Code 248 CMR 10.00. All piping shall be cast iron. No rubber boots may be used for connection of the piping to the separator; connections must be made using hydraulic cement.
- The dimensions of the water seal and sump portions ("A" and "B" dimensions, respectively) must be at least as large as the Massachusetts Uniform State Plumbing Code 248 CMR 10.22 Figure 15.
- The effluent pipe must exit the separator at a 45-degree angle and the pipe may not protrude into the separator more than the picture in the Massachusetts Uniform State Plumbing Code. There must be at least a 4" drop from the separator influent line to the standing water surface of the finished trap.
- Please list the number and type of drains the separator will service or supply the plumbing drawing that shows them. The list may be done on a separate page.
- An excerpt from the Massachusetts Uniform State Plumbing Code is included on the last page of this packet.

The trap will need to be inspected when the installation is complete, but before it is backfilled. The joints outside the chamber will need to be visible and measurements of the dimensions will need to be taken to ensure the correct proportions have been met.

All design, construction and excavation shall be conducted in accordance with all federal, state and local safety regulations including but not limited to federal OSHA regulations (29 CFR 1926) and Massachusetts Department of Public Safety regulations (520 CMR 14.00). During construction, appropriate sheeting and shoring measures must be taken to protect the integrity of the gas/oil separator excavation site.

For further information, contact:

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Michael J. Quercio, Jr.  
Source Coordinator

Office: (617) 305-5645  
[Michael.Quercio@mwra.com](mailto:Michael.Quercio@mwra.com)

## Virtual Inspection Information and Requirements

TRAC will not issue an approval letter until after a virtual inspection is complete. TRAC does not pre-approve based upon plan review and/or give any pre-construction review of a gas/oil separator design. We are currently not conducting in-person inspections for new trap installation approval. All inspections performed virtually until further notice.

Please follow the instructions below for submitting trap related information:

Please submit the following via the MWRA ShareFile server:

- A cut sheet of the separator, including all dimensions
- The size of the inlet and outlet pipes
- The number of all connected floor drains, sumps, trench drains or other approved plumbing devices
- Pdf file of original trap installation notification form that is fully completed

For Accepted Plumbing Product Gas/Oil Separators skip *Section 1* and see *Section 2* of these Instructions:

### *Section 1*

**Please fill the tank completely with water and have the outlet plugged. Take the following videos in each category in order. Do not film during wet conditions. The separator must be dry.**

#### **A. Measurement Videos:**

1. Video that the tank is full of water.
2. **Outside of the tank**, video a tape measurement from the bottom of the inlet pipe to the top of the tank.
3. **Outside of the tank**, video a tape measurement from the top of the outlet pipe to the top of the tank.
4. **Inside the tank**, video a tape measurement from the bottom to the top of the tank (height of tank).

#### **B. Seam Section Video:**

1. Video around the outside of the separator focusing on seam sections. (Go slowly and focus on the seam sections). They must be dry and not leaking. (15 - 30 second video)

#### **C. Inlet Pipe Video:**

1. Record around inlet pipe on the outside of the tank. It must be dry and not leaking. (15 - 30 second video)

#### **D. Outlet Pipe Video:**

1. Record around outlet pipe on the outside of the tank. It must be dry and not leaking. (15 - 30 second video)

#### **E. Removal of outlet pipe cap on outside Videos: Critical Step**

1. Video the removal of the outlet pipe cap to allow draining of the overfilled trap and allow the trap to reach equilibrium. (15 - 30 second video)
2. Once at equilibrium, use a tape measure and measure from the water level inside

the tank to the top of the separator.

3. Then measure and show at least a **4-inch gap** between the bottom of the inlet pipe and the water level at rest using a tape measure. (Picture or video)

**F. Inside tank Video:**

1. Pump out the tank until you can see the outlet pipe penetration and all steps inside.
2. Video the pipe penetration inside the separator and the steps inside of the separator. (15-30 second video)

*Section 2*

For Accepted Plumbing Product Gas/Oil Separators, please submit the following:

- Cut sheet of the separator including the specific options/type of accepted plumbing product separator used
- Accepted Plumbing Product approval code
- The size of inlet, outlet, and vent pipes
- The number of all connected floor drains, sumps, trench drains or other approved plumbing devices
- Picture of the actual separator at site
- Picture of the vent pipe connections and diameter of vent pipe to show it complies with the Uniform State Plumbing Code 248 CMR 10.00.

**Please package all of the above requested materials, i.e., the resulting videos and all other supporting documents into a zip file. Name the zip file with the name of the company that installed the trap as shown on the application, the trap's street address location, and town where the trap is located.**

Please follow this [link](#) to the MWRA ShareFile server upload applet. Please upload the single zip file to the MWRA ShareFile server. Please use only the file compression feature of Windows 10 to create the zip file. Third party zip file applications cannot be used because of cyber security reasons. The ShareFile upload applet is straightforward. MWRA does not allow the use of third party file share services.

Should you have other questions or run into problems with the Sharefile server link or uploading the file to the server, please do not hesitate to reach out.

For further information, contact:

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Michael J. Quercio, Jr.  
Source Coordinator

Office: (617) 305-5645  
[Michael.Quercio@mwra.com](mailto:Michael.Quercio@mwra.com)

248 CMR: BOARD OF STATE EXAMINERS  
OF PLUMBERS AND GAS FITTERS

248 CMR 10.22

FIGURE 15: Illustration of Gasoline, Oil and Sand Separator

