



**Kimberley Driscoll**  
**Mayor**

David H. Knowlton, P.E.  
City Engineer/DPS Director

# **CITY OF SALEM**

## **Engineering Department**

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**November 26, 2021**

### **Water, Sewer and Drainage Requirements Regarding the Demolition of Structures within the City of Salem**

In accordance with the provisions of the General Laws of the Commonwealth of Massachusetts and the Salem Water and Sewer Department, the following regulations governing the demolition of structures within the City of Salem shall be followed.

This regulation is made in the interest of protecting the city's water, sewer, drainage and public way infrastructure at each connection located within the City of Salem, as well as to prevent conditions which may cause danger to public safety, result in water loss, or damage to city or private property due to water or sewer loss or back-ups, or cause pollution of the city's storm water receiving waters.

1. Prior to demolition of a structure, a licensed plumber shall ascertain where all water, sewer and drainage lines are located entering and leaving said structure. The plumber shall make a determination of existing or prior use of each line, including, but not limited to domestic, commercial or industrial use; irrigation; fire suppression; sewer, storm drain or septic system; roof drain; or sump pump. After all lines have been located, the plumber shall make a formal written report with plans of all lines found to the City Engineer.
2. Once the plumber's report has been reviewed and approved by the City Engineer, a Registered Professional Civil Engineer (hereinafter referred to as "the Engineer") shall make a determination of the point of origin or discharge on each city main, for each line identified in the plumber's report. The Engineer shall also ascertain the location, use, and point of origin or discharge of any other lines on the property that may or may not be affected by the demolition or connected to the structure. The Engineer shall provide the City Engineer, for review and approval, a stamped plan of the property and adjacent City utilities, indicating the results of his investigations.
3. A request to the Department of Public Services, for assistance in shutting down any water main, prior to cutting and capping it, shall be made only after the City Engineer has approved the written reports and plans described above.

4. Prior to demolition of the structure and immediately following item #3 above, a City of Salem Licensed Drainlayer shall cut and cap the water, sewer and drainage lines at the city main and arrange for an inspection by the Department of Public Services prior to backfill. Backfill, compaction, temporary and permanent paving will follow to current city standards.
5. In the event that the lines will be used immediately after demolition, a set of plans and/or drawings, stamped by a Registered Professional Engineer, describing the lines to be used during construction, must be provided to the City Engineer for review and approval, prior to obtaining a building demolition permit. Prior to receiving approval to re-use any lines, the lines shall be inspected for condition and capacity. Sewer and drain lines proposed for re-use shall be inspected by a Licensed Drainlayer with closed circuit television equipment and a copy of the resulting DVD shall be submitted to the City Engineer for review. Water lines proposed for re-use shall be inspected by a Licensed Plumber and a written report shall be submitted to the City Engineer for review. Any other lines identified shall be abandoned as described herein.
6. A demolition permit shall not be issued until the items above have been completed and the Department of Public Services has conducted an inspection and signed off on the water and sewer portion of the Building Department prerequisite Utility Disconnections Required Form.

Approved By:

A handwritten signature in black ink, appearing to read "David H. Knowlton", with a long horizontal flourish extending to the right.

David H. Knowlton, P.E.  
City Engineer/ DPW Director