

Town of Manchester-by-the-Sea

Septic Loan Program

Application

This application is to be submitted to the Manchester Board of Health Office. In order to qualify for this loan you must:

- Have a failed on-site septic system, with proof of same in the form of a failed Title 5 On Site Septic System Inspection Report or a letter of opinion from a Massachusetts Licensed Professional Engineer or Registered Sanitarian
- Have a septic system design plan that has been approved by the Manchester Board of Health and if applicable, the Massachusetts Department of Environmental Protection
- Be current on your real estate taxes and water and sewer bills
- Home must be a residential property that is owner occupied

Property Owner(s): _____

Property Address: _____

Owner's Mailing Address: _____

Owner's Phone Number: _____

Owner's Email Address: _____

Registry of Deeds Book & Page Number or Document Number: _____

Manchester Assessor's Map & Lot Number: _____

Please provide a breakdown of funds you would like to cover with the betterment loan:

Title 5 On Site Septic System Inspection Report _____

Soil Evaluation _____

Septic System Design _____

Construction of On Site Septic System _____

Other Associated Costs (please specify) _____

Contingency Amount for Construction Costs (10%) _____

Total Loan Amount Requested _____

Certification by Owner(s):

I/we agree to sign a betterment loan agreement with the Town of Manchester for the amount of eligible project costs for the purpose of septic system repair or replacement, pursuant to the Title 5 definition of septic system failure and am/are aware that any such loan would be secured by a betterment assessment, recorded on my property title, on the property identified above, with a repayment term to the Town of Manchester, not to exceed 20 years. I/we understand that the loan carries a 4% per annum interest rate and is payable to the Town of Manchester. I/we also understand that the Town of Manchester may obtain a first priority lien on the property if the repayments are not made on time. Interest at the rate of 14% per annum will accrue on overdue payments from the due date until payment is made. The borrower agrees to release, hold harmless and indemnify the Town of Manchester-by-the-Sea, the Massachusetts Department of Environmental Protection and the Massachusetts Water Pollution Abatement Trust from any claim, loss, demand judgment, or expense directly or indirectly resulting from, arising out of, or related to the Community Septic Loan Program or their consideration, approval, or disapproval of a loan for repair of a subsurface septic system to meet the requirements of Title 5 and the Manchester Addenda to same. I/we understand that this loan is contingent upon the Town determining that it is fundable.

This information provided is true and complete to the best of my/our knowledge and belief. I/we understand that any willful misstatement of material fact will be grounds for disqualification.

Applicant Signature(s) _____ Date _____

Print Name(s) _____ Date _____

Septic Loan Program / Betterment Application Checklist

- Proof of failed on-site septic system
 - Failed Title 5 On Site Septic System Inspection Report
 - Letter of opinion from Massachusetts Licensed Professional Engineer or Registered Sanitarian
- Septic System Design Approval letter from the Board of Health
- Deed of the property
- Signed Proposal from Manchester licensed Septic System Installer(s)
- Estimates of other necessary work needed to return the property to its original condition (landscaping, paving, masonry, plumbing, electrical, etc.)
- Copies of cancelled checks and invoices for completed work that you would like to include in the betterment amount (Title 5 Inspection, pumping since date of failure, soil testing, septic system design, land surveying, etc.)
- Tax Collector's Signed Certification Form
- Completed and signed Betterment Loan Application

Tax Collector's Certification for Septic Loan Program

Address of Property: _____

Owner(s) of Record: _____

I hereby certify that the records do not show any current outstanding balances on the real estate taxes or water account for the property listed above.

Town of Manchester-by-the-Sea Treasurer & Collector's Office Name & Signature:

Date: