



# North Central District Health Department

- ☐ Enfield—31 North Main Street, Enfield, CT 06082 \* (860) 745-0383 Fax (860) 745-3188
- ☐ Vernon—375 Hartford Turnpike, Room 120, Vernon, CT 06066 \* (860) 872-1501 Fax (860) 872 1531
- ☐ Windham—Town Hall, 979 Main Street, Willimantic, CT 06226 \* (860) 465-3033 Fax (860) 465-3034
- ☐ Stafford—Town Hall, 1 Main Street, Stafford Springs, CT 06076 \* (860) 684-5609 Fax (860) 684-1768

**Patrice A. Sulik, MPH, R.S.**  
**Director of Health**

Responsibility of the owner of the property, his developer, builder or agent:

1. To protect the septic area during other site construction activity. Protect the septic area with silt fence. Do not strip the septic area. This is the responsibility of the licensed septic contractor. The septic area should not be stripped until select septic fill can be placed by the septic contractor.
2. A licensed septic installer must submit an application and fee to construct the septic system per the engineer's design plan and the approval of the NCDHD.
3. If site conditions are different than those noted on the approved site plan, or if changes occur on-site that are not on the plan, the design engineer and the Health Department must be contacted.
4. The design engineer or a surveyor must field stake the location of the septic system with elevations of the house, curtain drain, septic tank and leach field per the approved site plan.
5. If there is no public water within 200 feet of the property line, a water supply well site can be shown on the plan and approved. The well shall be located as indicated on the plan.

If possible, the well should be located no closer than 25 feet from the property boundaries to protect the well from off-site pollution.

The well water must be tested in accordance with the State of Connecticut Public Health Code requirements to determine potability. For the purpose of testing, the water **must** be collected by the testing laboratory's personnel.

6. Percolation test of the select septic fill material on-site must be conducted by the design engineer. The engineer should submit a report of the finding to the Health Department.
7. A foundation As-Built must be submitted to our office. If the foundation is the same as shown on the plot plan, a statement to that fact from the design engineer is all that is necessary.
8. Whenever it is deemed necessary, the Health Department could require that the design engineer supervise construction of a septic system and provide an engineered As-Built.
9. Any changes to a septic or well plan must be reviewed and approved by the design engineer and submitted to the Health Department for review.



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## Individual Lot Site Plan Review Application

Fee \$200.00 per lot

Single Lot

Fee \$100.00 per lot – Revised Plan

Lot in an Approved Subdivision

Fee \$50.00 per lot - Well Only

Town: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Address: \_\_\_\_\_

Engineer's Name: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Address: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_

Assessor's Map, Block and Lot Number

### Lot Identification:

Lot No.: \_\_\_\_\_ Street: \_\_\_\_\_

### Please check and/or complete appropriate categories:

#### Residential

No. of Bedrooms: \_\_\_\_\_

Jacuzzi/Whirlpool:    Yes    No

Capacity: \_\_\_\_\_ gallons

Swimming Pool:    Yes    No

                         Above Ground            In-Ground

Plumbing Fixture/Basement:            Yes    No

Buried Fuel Tank:    Yes    No

Other: \_\_\_\_\_

Easements/Deed Restrictions:            Yes    No

Describe: \_\_\_\_\_

#### Commercial/Non-Residential

Total Square Footage of Building" \_\_\_\_\_

Intended Use of Building: \_\_\_\_\_

No. of Employees: \_\_\_\_\_

Plumbing Fixture/Basement: \_\_\_\_\_

Design Flow: \_\_\_\_\_

Buried Fuel Tank:    Yes    No

Other: \_\_\_\_\_

Easements/Deed Restrictions:            Yes    No

Describe: \_\_\_\_\_

\*Distance to nearest public water supply: \_\_\_\_\_

Submitted by: \_\_\_\_\_

**NOTE:** A completed application consists of **four (4) copies** of the submitted plan, **the required fee**, and this **completed application**. No plan will be reviewed until a completed application is received by this office.