

Town/City of _____

BOH FORMS: #21 SEPTIC SYSTEM/WELL PLAN REVIEW FORM

In accordance with MGL c 111, s 122, 310 CMR 15:00 and other applicable State and local codes and regulations

New Construction Voluntary Upgrade Upgrade/Repair Other _____

APPLICATION DETAILS

Site Location		Date of Plan		ESHG:	"	Design Flow	gpd	FeePaid?	
System Designer:		Contact Info		Issue Permit:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Permit #			
System Installer		Well Driller	TBD	# BR/Use					
Comments:									

BUSINESS CONTACT INFORMATION

Note: any changes in ownership or operations may require a new permit application, review or filing fees.

Applicant/Requester		Property Owner	
Mailing Address		Assessor Map/Lot #	
E-mail		24/7 Phone	

Criteria	PLAN REVIEW	Notes/Non-Conformance
General		
<input type="checkbox"/> Street number, Map number / Lot number		
<input type="checkbox"/> Locus Plan including nearest existing street with North Arrow		
<input type="checkbox"/> Designed by Professional Engineer or Registered Sanitarian.		
<input type="checkbox"/> Plans are dated, stamped, and signed.		
<input type="checkbox"/> Dated, signed, stamped Surveyor's plan for property line variance		
<input type="checkbox"/> Legend with suitable scale: 1" = 40' plans; 1" = 20' component detail.		
<input type="checkbox"/> List of all Local Upgrade Approvals (LUA) requested on plan		
<input type="checkbox"/> List of all variances sought on plan (variance may require DEP approv.)		
<input type="checkbox"/> Reserve Area shown (New Construction)		
Plan Components		
<input type="checkbox"/> Legal Boundaries with location of all easements & Holders		
<input checked="" type="checkbox"/> Location of all existing and proposed structures		
<input checked="" type="checkbox"/> Locations of all existing & proposed driveways & impervious surfaces		
<input type="checkbox"/> Existing and proposed contours.		
Design Calculations		
<input type="checkbox"/> Septic tank sizes and capacity. (2 compartments: 48hr/24hr retention)		
<input type="checkbox"/> Multiple septic tanks should be in series, not parallel		
<input type="checkbox"/> Soil Absorption System capacity/calculations (designed and required).		
<input type="checkbox"/> Tank ballast calculations in cases of high seasonal groundwater		
Deep Hole and Perc Test Hole Data		
<input type="checkbox"/> Locations and dates (2 deep holes/perc: 2 percs for new construction)		
<input type="checkbox"/> Spot elevation of existing grades at location of percs & deep holes		
<input type="checkbox"/> Bottom of Bed = Existing Grade – ESHG in ft + ft of Separation		Existing Grade @ ___ - ___ + ' separation = bottom of bed.
<input type="checkbox"/> Soil Evaluator listed		

<input type="checkbox"/> Local Approving Authority witness listed.	
<input type="checkbox"/> Soil Evaluation Information listed on plans or attached	
Water/Wells	
<input type="checkbox"/> Location of existing private drinking water supply within 150 feet.	
<input type="checkbox"/> Location of proposed new water supply	
<input type="checkbox"/> Location of any SAS within 150 ft of proposed wells	
<input type="checkbox"/> Location of every public drinking water supply within 250 feet.	
<input type="checkbox"/> Location of every surface drinking water supply within 400 feet.	
<input type="checkbox"/> Location of water lines and subsurface utilities within 100 feet.	
<input type="checkbox"/> Observed and adjusted groundwater elevations.	
System Design	
<input type="checkbox"/> Complete system profile with actual elevations	
<input type="checkbox"/> Benchmark within 50-75 feet of facility not subject to dislocation.	
<input type="checkbox"/> Dosing System: Chamber capacity, pump curves and specifications, number of dosing cycles, depth per cycle.	
<input type="checkbox"/> A/I Technology or Recirculating Sand Filter: Complete plans and specifications, hydraulic profile (DEP certification information attached)	
Materials and Construction	
<input type="checkbox"/> No component more than 3 feet deep	
<input type="checkbox"/> Schedule 40 pipe from building to first septic tank	
<input type="checkbox"/> Schedule 40 pipe/sleeve under driveways/parking areas	
<input type="checkbox"/> Proper pitch in piping- 1/8 to 1/4 inch per foot	
<input type="checkbox"/> New Septic Tank at least 1500 gallons, proper site prep	
<input type="checkbox"/> Outlet riser to grade and filter	
<input type="checkbox"/> Pumping riser or riser on inlet	
<input type="checkbox"/> Grease Trap, if a restaurant, or a Holding Tank for other wastes	
<input type="checkbox"/> Distribution Box, proper site prep for base	
<input type="checkbox"/> Pump Chamber with visible/audible alarms and float information	
<input type="checkbox"/> A/I Technology, check DEP approval letter	
<input type="checkbox"/> Soil Absorption System rows or bed configuration w. inspection ports	
<input type="checkbox"/> Liner used if not at least 15 feet from toe of field to grade	
<input type="checkbox"/> 3:1 max slope, or slope stabilization if more (LUA: 2:1 slope for repairs)	
<input type="checkbox"/> SAS or d-box venting	

SIGNATURES

By typing my name below and clicking on the certification box, I agree that I am submitting an electronic signature for this inspection.

*I do hereby certify and affirm under the pains and penalties of perjury that this inspection report is true and correct to the best of my knowledge and that this is my electronic signature.

Inspector's Signature:		Date of Plan Review		Second Plan Review	
<input type="checkbox"/> Email copy of form:	<input type="checkbox"/> Applicant <input type="checkbox"/> Owner <input type="checkbox"/> Other:				
Comments:					

OFFICE USE ONLY: ACTIONS TAKEN

Routine No Action Required Citation Issued Order to Correct Sent (attached) Requires Further Evaluation/Follow-up

<input checked="" type="checkbox"/> Inspector's Comments:	Issue Approval. Permit need installers		
<input type="checkbox"/> Report sent out:	<input type="checkbox"/> Report sent to Owner <input type="checkbox"/> Applicant /Requester <input type="checkbox"/> Person in Charge <input type="checkbox"/> DPH/DEP <input type="checkbox"/> Other:		
<input type="checkbox"/> Referred to:	<input type="checkbox"/> Conservation Commission <input type="checkbox"/> Town Manager/Finance <input type="checkbox"/> Building Inspector <input type="checkbox"/> Fire Inspect. <input type="checkbox"/> Other:		
<input type="checkbox"/> Date/Time of Re-Inspection:			<input type="checkbox"/> Hearing Scheduled Date/Time:
<input type="checkbox"/> Requires Permit:		<input type="checkbox"/> Other:	
<input type="checkbox"/> Other Comments:			
<input type="checkbox"/> Other Actions Taken			

Note other agencies who were contacted concerning this issue.

Agency	Contact Person	Phone/Email	Date/Time

APPROVAL LETTER OR PERMIT CONDITIONS

Routine No Action Required Citation Issued Order to Correct Sent Requires Further Evaluation/Follow-up Permit Issued

<input type="checkbox"/> Inspector's Comments:		<input type="checkbox"/> Permit # Issued:
<input type="checkbox"/> Report sent out:	<input type="checkbox"/> Report sent to Owner <input type="checkbox"/> Applicant /Requester <input type="checkbox"/> Person in Charge <input type="checkbox"/> DPH/DEP <input type="checkbox"/> Other:	

Approval Letter Conditions

<input checked="" type="checkbox"/> Septic Condition:	Application requires a licensed installer with a current Installer's Permit (BCBOHA Certification may be required)
<input checked="" type="checkbox"/> Wells Condition:	Application requires a licensed well driller with a current licensed
<input type="checkbox"/> Conservation Condition:	Application requires approval by the Conservation Commission
<input type="checkbox"/> DEP Condition:	Application requires approval by the Department of Environmental Protection (DEP)
<input type="checkbox"/> Transferability:	Approval letter is not transferrable if any conditions or details are changed.
<input type="checkbox"/> Approval Letter:	Approval letter only valid for one year. If no permit issued in 1 year, a new Application & Fee required.
<input type="checkbox"/> Other approvals/changes:	
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Permit Conditions

<input type="checkbox"/> Installer:	Installer must have a valid Installer's Permit and the most current Disposal Works Construction Permit
<input type="checkbox"/> System Inspections:	All required and requested inspections must be scheduled using the Inspection Request Form. Best to notify the BOH and the designer before or when beginning construction to ensure all inspections can be scheduled.
<input type="checkbox"/> Changes:	Any changes to the plans or installation must have the written approval of the Designer and the BOH.
<input type="checkbox"/> Final:	Before covering, all system components must be inspected by the designer and the BOH.
<input type="checkbox"/> As-Built/Letters:	Within 30 days of completion, the Designer and/or Installer must submit as-built plans with ties to all system components and a letter certifying that the installation was done according to the plans and Title 5. If certified fill is used, a current sieve analysis should also be submitted.
<input type="checkbox"/> Certificate of Compliance:	No person shall discharge sewage to this system without first obtaining a Certificate of Compliance.
<input type="checkbox"/> Laws and Regulations:	The applicant, designer and installer should be aware of their obligation to comply with the Division of Water Pollution Control Act pursuant to MGL c.21, s. 43, the Wetlands Protection Act MGL c.131, s.40 and all Bylaws and Regulations and Conservation Commission requirements.
<input type="checkbox"/> Other Conditions:	
<input type="checkbox"/> Other Conditions:	