

INSTRUCTIONS FOR

RESIDENTIAL (INDIVIDUAL) SUBSURFACE SEWAGE DISPOSAL SYSTEMS

- Complete enclosed application
- Enclose a check or money order for \$400.00 made payable to:

Ulster County Commissioner of Finance

ALL PERMIT APPLICATION FEES ARE NON-REFUNDABLE

** Please note: A fee of \$20.00 will be charged by the Ulster County Department of Health for any checks that are returned to our Department from the Bank.*

- Mail application, drawings and fee to:

**Ulster County Department of Health
Environmental Health Services Division
239 Golden Hill Lane
Kingston, NY 12401**

- Make appointment for inspection and deep test holes after application is submitted to this Department.
- Supplemental Instructions:

The processed application will be valid for a period of five (5) years from receipt by the UCDOH.

In accordance with the State Education Law, plans for residential (individual) subsurface sewage disposal systems must be prepared by a design professional (professional engineer or registered architect) licensed to practice in New York State by the State Education Department (SED).

New York State Department of Health's (NYSDOH) standard 10NYCRR Appendix 75-A, "Wastewater Treatment Standards –Residential Onsite Systems", and the UCDOH Sanitary Code shall apply to all residential (individual) subsurface sewage disposal systems designed and constructed in Ulster County.

The UCDOH recommends that these standards be used in conjunction with the NYSDOH "Residential On-Site Wastewater Treatment System Design Handbook", latest edition.

This handbook and NYSDOH Appendix 75-A apply to systems discharging residential wastewater flows of 1,000 gallons per day (gpd) or less from year-round and seasonal dwellings.

- Engineering design drawings shall include at a minimum the following information:
 1. An inset site location map;
 2. PE/AIA stamp with signature;
 3. Deep-hole and percolation test locations and results within the primary and reserve areas;
 4. Field contours shall be shown, using two (2) feet maximum interval in the location of the house or facility, Sewerage System and well. Contours elsewhere shall be a maximum of five (5) feet and the origin referenced;
 5. Calculations showing proposed system load, soil application rate(s), quantity and length of distribution laterals (includes absorption beds and seepage pit sizing);
 6. System elevation detail showing trench and fill section;
 7. Overall footprint on plat for the proposed system;
 8. Details for septic tank, distribution box and drop boxes;
 9. Dosing system calculations and pump/flout details including chamber and on/off/alarm/reserve volume depth settings
 10. 100% reserve system; note proposed technology, number & length of laterals, (or “same as primary” if applicable), and overall footprint on plat;
 11. Water well; show minimum 100’ radius to absorption field and typical well system detail;
 12. Well statement (“Well shall be constructed per NYSDOH Appendix 5-B, “Standards for Water Wells”, latest edition”); and
 13. A minimum of two copies shall be submitted for UCDOH approval.