**PUBLIC HEALTH REVIEW APPLICATION**

(for reviewing compliance to public health codes – Initial review time is 5-10 working days.)

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<tr>
<th>Address of proposed activity</th>
<th>Street</th>
<th>Town</th>
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<tr>
<th>Owner Name</th>
<th>Email Address Owner</th>
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<tr>
<th>Mailing Address (street address, city, zip)</th>
<th>Telephone</th>
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<tr>
<th>*Applicant/Contractor Name (if different than owner)</th>
<th>Email Address Applicant (if different than owner)</th>
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<tr>
<th>Mailing Address (street address, city, zip)</th>
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*Contractors that conduct renovation, remodeling or paint removal activities on residential houses, apartments and child-occupied facilities built before 1978 MUST be EPA Certified to follow lead-safe work practices.

**Occupancy Type**

- [ ] Residential ___ single family ___ two family ___ multifamily 3+ ___ Apartments/condo
- [ ] Commercial ___ office/bank building ___ retail store/mercantile ___ warehouse/storage ___ Nursery/greenhouse ___ service station ___ hospital/institutional ___ parking garage ___ theater/recreational ___ hotel/motel ___ restaurant
- [ ] Municipal ___ public works/utility building ___ school/educational building
- [ ] Non-profit ___ Church/religious building ___ Hospital/institutional Bldg ___ Private Club ___ school/educational building
- [ ] Agricultural ___ Nursery/greenhouse ___ Farm

**1. Proposed Activity - Select from the following:**

- [ ] Accessory Structure (select from the following) ($50)
  - ___ Deck/Porch ___ Shed ___ Barn ___ Garage ___ Propane tank ___ Generator pad ___ Solar array ___ Above ground pool (with deck) ___ Above ground pool (no deck) ___ In ground pool ___ Other: Please describe ________________________________

- [ ] Water Treatment Wastewater ($50)

- [ ] Residential Addition, Renovation, Basement finishing, House Teardown, Replacement ($70)

- [ ] Residential Seasonal Conversion ($70)

- [ ] Lot Line Change ($50)

- [ ] Non residential change of use, addition or renovation ($70)
2. **Project Details & Additional Information**

Please provide a brief description of the proposed structure or activity. Include information such as dimensions of the structure (e.g., “addition with bedroom, bathroom and family room” or “in ground/above ground pool” or “deck” or “winterizing existing porch” or “converting retail office to doggie daycare”)

Is the property served by a septic system? Y N  Age of system ____________________
Is the property served by an on-site well? Y N

3. **Soil Testing**

Soil test data (deep test pits and percolation test) are required for the review of this application. If soil test data is NOT available in your property file, you will be notified by the health district sanitarian. **Then, an additional application and fee will be required.**

Upon receipt of the application and fee an appointment will be scheduled with the health district sanitarian in your town. If you have any questions regarding the soil testing, please contact the Eastern Highlands Health District sanitarian in your town or visit [WWW.EHHD.ORG](http://WWW.EHHD.ORG).

4. **Additional Documentation required**

**Plot plan** – attach a scaled drawing showing property lines and dimensions, location and size of existing and proposed structures, and site features, such as driveways, wells and septic systems, drains and watercourses.

**Building plan** – attach a sketch/floor plan of the proposed structure, addition or renovation showing existing and proposed rooms with door and window locations. If applicable, include the following information:

- Number of bedrooms in existing house ____ Number of bedrooms after addition _______
- The addition will have the following ____ Heat ___ plumbing ___Exterior sewer pipe ___Interior sewer pipe
- Foundation: ___frost wall ___slab ___ piers ___Other
- Footing drains: ___ yes (show on plan) ___ no Cuts in grade <50’ downhill of septic system: ___ yes ___ no
- Distance of proposed structure/addition from: Septic tank _______ft  Leaching area ________ft  Well _______ ft

EHHD assumes no responsibility for present/future operation of septic system or for any damage to the septic system caused by the new construction or any necessary testing.

As property owner or duly authorized representative of the property owner of the above referenced property, I agree to permit EHHD staff to enter the above referenced property as part of this B100a application review process. I further agree, that this authorization to enter the subject property may extend through a period of time ending with the final Public Health Compliance Review approval and affirm such with my signature below.

**Applicant Signature:** ___________________________ **Date** ___________________

Please return this form, plans and an application review fee to the Eastern Highlands Health District office for your town.

For Office use only:
**Date received ____ Check no/cash ______ Receipt No_______ VP No______

Checks payable to EHHD
**Coventry**: payable to “Town of Coventry”
**Tolland**: Payable to “Town of Tolland”
SOME IMPORTANT CONSIDERATIONS FOR PROJECTS ON PROPERTIES SERVED BY SEPTIC SYSTEMS

- **Adequacy of the Lot** - Before additions, etc. can be approved, you must demonstrate that there is an area to repair or expand your septic system on the property should the current one fail. If soil testing is determined to be necessary, a separate “Soil Test Application” must be submitted. A new septic system may not be required if the existing system is functioning adequately, but you must demonstrate the suitability of the site to support a new replacement system in the future if it becomes necessary. **NOTE: Soil test data (deep test pits and percolation test) are required for the review of this application.** If soil test data is NOT available in your property file, you will need to schedule an appointment with the health district sanitarian in your town for soil testing (additional application and fees are required). Please schedule soil testing as soon as reasonably possible to avoid delays in processing your application. If you have any questions regarding the soil testing, please contact the Eastern Highlands Health District sanitarian in your town.

- **Adequacy of septic system** - The system must be large enough to support its intended use. Information pertaining to septic system size and type must be provided. Often a change in use can overwhelm an inadequate system. Again, soil testing may be needed to determine whether the site has the capability of supporting the intended use.

- **Location** - The septic system location must be determined before the application can be reviewed to ensure that the system will not be damaged during construction. Also, the planned addition must meet the required separating distance to your septic system and **not** be located in an area that may be utilized as a septic area in the future. (For additional information about separating distances, see [www.ehhd.org/buildingprojects](http://www.ehhd.org/buildingprojects).)