

# DISPOSAL SYSTEM SEPTIC INSTALLER PERMIT APPLICATION- GREAT BARRINGTON

*No person may install or work on an onsite septic system without a current Board of Health (BOH) permit or license.*

## Business Information

Establishment/ Business Name:	<input type="text"/>		Telephone	<input type="text"/>	<input type="text"/>	<input type="text"/>
Owner or Corporation	<input type="text"/>	Email:	<input type="text"/>	Telephone	<input type="text"/>	<input type="text"/>
Location Street Number:	<input type="text"/>	Street Name:	<input type="text"/>			
City:	<input type="text"/>	State:	<input type="text"/>	Zip:	<input type="text"/>	
Onsite Supervisor:	<input type="text"/>	Telephone:	<input type="text"/>	-	<input type="text"/>	-
			<input type="text"/>		<input type="text"/>	
Emergency Contact	<input type="text"/>	Telephone:	<input type="text"/>	-	<input type="text"/>	-
			<input type="text"/>		<input type="text"/>	

## Mailing Address Check if same as above

Street Number:	<input type="text"/>	Street Name or Post Office Box	<input type="text"/>			
City:	<input type="text"/>	State:	<input type="text"/>	Zip:	<input type="text"/>	

## List of Qualified Installers

Note: Each installation requires a qualified, certified and licensed Installer onsite at all times. Please list all qualified company Installers. Fee is per Installer.

Name:	Cell Phone	BCBOHA Certification Expiration Date	Email Address:
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

**WORKER'S COMPENSATION INSURANCE AFFIDAVIT (M.G.L. c. 152 B 25C(6))**

**Worker's Comp Form Attached**

## FEES

Permit Title	Fee	# Installers	Description	Total
Installer's Permit – Annual with BCBOHA Certification per Installer	<input type="checkbox"/>	<input type="text"/>	\$100/company	<input type="text"/>
<b>TOTAL</b>				<b>0.00</b>

## Installer Qualifications

- I and my company hereby apply for a permit to install septic systems and attest to the accuracy of the following information:
- I and all my Installers are familiar with the requirements of Title 5 of the State Environmental Code regarding the installation of septic systems
- I and my company have the appropriate equipment and skills needed for septic system installations
- My company will not undertake a new installation, alteration or repair without first making sure that the Board of Health has been informed and has approved the proposed design and issued the appropriate permits
- After an installation I and my company will provide an Installation Certification Letter, As-built plans and a current sieve analysis as is needed
- I and my installers are certified to install any I/A (innovative or alternative) technology systems that we work on.
- I and my installers all have a current BCBOHA Installers Certifications. If I do not have a current BCBOHA Installer's Certification, I must appear before the Board of Health Agent/Director for each proposed installation to demonstrate that my training and experience are appropriate for the work that I propose to undertake and pay additional fees for oversight and inspections if the single use permit is issued.
- BCBOHA Installers Certification Cards attached or copy of listing from [www.bcboha.org](http://www.bcboha.org) or other evidence of qualifications to work on septic systems.
- I will obtain a Trench Permit, if required, for septic tank installations that cannot be completed in one day.

## Agreement

- I affirm that I will comply with all state and local codes and allow the Board of Health access for inspections as required by law.
- I affirm that I will notify the Board of Health and Designer/Engineer at least 48 hours before beginning an installation and will not fill or cover the naturally occurring soil under the SAS until an excavation inspection is performed.
- By checking this box and signing this application I certify that I comply with M.G.L c. 152, s.25(c), Workman's Comp Laws
- By submitting this application, I certify under pains and penalties of perjury pursuant to MGL Ch. 62, sec. 49A that to the best of my knowledge and belief all state tax returns have been filed and all state taxes paid as required by law.
- I affirm that I am aware of my obligation to comply with the regulations of the Division of Water Pollution Control pursuant to MGL c.21, s.43 and the Wetlands Protection Act MGL c, 131, 2.40.
- I acknowledge that that I will inform the Owner that, a Certificate of Compliance must be issued by the BOH before the septic system can be used or put into use.
- I affirm and certify that I am the owner of the establishment referenced in this application or an authorized representative/agent with authority to apply for this permit and grant the Board of Health access for inspections as allowed by law.

## SIGNATURE

By typing my name below and clicking on the certification boxes, I agree that I am submitting an electronic signature for this application. Payment must accompany this Application. Permit fees are not refundable or transferable.

Applicant Name: <input type="text"/>	Title/Role: <input type="text"/>	Employer ID Number: <input type="text"/>
Date Signed: <input type="text"/> 	Applicant Signature _____	

Office use only - Application Actions Taken

<input type="checkbox"/> Application approved with conditions <input type="checkbox"/> Application rejected; requires further information <input type="checkbox"/> Application denied for cause <input type="checkbox"/> Other			
<input type="checkbox"/> Reviewer:		<input type="checkbox"/> Date Reviewed:	
<input type="checkbox"/> Reviewer's Comments:		<input type="checkbox"/> Permit # Issued:	
<input type="checkbox"/> Permit Number Assigned		Permit Expiration Date Assigned:	

**INSTALLER TIPS**

**BCBOHA Septic System Installer Tips**<sup>1.18.10</sup>

**Before Starting:**

- Get an Installer's Permit, a Disposal Works Permit and a **TRENCH** permit.
- Read the plans. Where are the wells and property lines? Do the inverts all work? Check.
- Tanks must be minimum of 10 ft. from basements and 50ft. from wells.
- SAS field must be minimum of 20 ft. from basements, 100 ft from wells and 10 ft. from property line unless staked by engineer and approval from LBOH.
- Call the Local Board of Health **BEFORE** beginning construction.
  - Designers (and many LBOHs) must inspect the excavation and liner: let them know when you are starting.
  - Installer must have a copy of the permit. **Approval letters are not permits.**
  - Make sure the plans you have are the same one referenced on the permit.
  - Make sure Conservation approval has been obtained, if required. (Big fines if you don't!)
- Call the engineer to advise him/her that you will need an inspection soon.
- Make sure any silt fencing is secured against a big rain.
- If installing an alternative septic system (ex. JetBatt, PercRite), make sure you have had the proper training before beginning. If you have questions, call the manufacturer.
- CALL DigSafe 3 days in advance. Know where the water, gas and electrical lines are.

**Excavation:**

- Remove the topsoil, all stumps and large rocks, and any other material noted on the plans. If you hit ledge or have other unexpected situations, call the engineer.
- Make sure that you carefully rake the soil and eliminate all smearing (shiny areas) and silt from the field excavation before beginning to place the fill or stone. (This is VERY important.)
- If anything is different than noted on the plans (example: groundwater too high), CALL the engineer and the BOH.

**Liner:**

- Make sure the liner is at least one foot into the original grade AND 6 inches above Estimated Seasonal High Groundwater (indicated on the plan) or ledge.
- Make sure the liner has NO holes or open seams.
- Make sure there are 10 feet of fill horizontally from the bottom of the liner to grade.

**Fill:**

- Make sure the Select Title 5 Fill is clean and passes the required sieve analysis.
- Properly compact all fill.

**Pipes:**

- Use Schedule 40 pipe from the house to the first tank.
- Don't use 90 degree bends in any pipe that carries solids.
- Make sure that you install a clean out at the house if there isn't one inside.
- Install a clean out anytime you may have to turn a sharp corner or at other potential problem areas or every 100 feet of run.
- Make sure there are no burrs or obstructions in the distribution pipes.
- For pump systems, put an inspection port and valve/cap at the end of each line for testing.

**Field (Soil Absorption System):**

- Don't forget the required inspection port.
- Don't forget to mark ALL the system components with magnetic tape.

### **Tank:**

- Make sure it is water tight. If in high groundwater, add extra hydraulic sealing at the seam.
- 1500 gallon tanks are the minimum size unless a LowBoy tank is approved by the BOH.
- If you have to install closer than 10 feet to a foundation, CALL about using a liner between the house and the tank.
- Pump and fill any old septic tanks or drywells.
- Install an outlet filter and riser to grade if possible

### **Pump Systems:**

- Make sure that the floats are set properly and the alarms are working.
- Must have an effluent filter before the pump. (These are a good idea anyway.)
- Protect the lines from the pump chamber to the Septic Field from freezing by installing 4 feet deep, insulating, or draining back to pump chamber.

### **Before Covering:**

- Engineer has to inspect.
- Board of Health has to inspect.

### **Final Grading:**

- Direct run-off around or away from the Septic Field.
- Grade, seed, and stabilize in dry weather, as soon as possible.
- Outlet filters are required. Make sure you add an outlet riser to make them accessible.
- Grading should be 3:1 unless a liner is used then it can be 2:1.

### **Certificate of Compliance:**

- Engineer/designer has to send a letter to the Board of Health certifying compliance and providing any as-built plans to note significant changes.
- Installer must:
  - Send a letter to the Board of Health certifying compliance.
  - Attach required sieve analysis.
  - Attach as-built plans and ties to major components.
- Homeowner must:
  - Get Certificate of Compliance **BEFORE** using the system or occupancy.
  - Pay any required fees.
  - Provide copies of any required deed restrictions and notices
  - Provide copies of contracts for required annual inspections for Alternative Systems such as Jet Batt and Presby.
  - Be sure that no household water treatment systems (like water softeners) empty into the Septic System.

### **Perc Tests/Deep Holes/Title 5 Inspections:**

- Pile the dirt away from the edge of the hole to prevent collapse.
- Provide a ramp for safe access.
- Be extra cautious if the ground is wet.
- Many BOHs witness Title 5 inspections. Call before starting.
- All Title 5 reports have to be filed within 30 days.
- Try to place 2 benchmarks at right angles in undisturbed areas near the septic s