

Process for applying for construction permits which require health department review of your septic and well.

When the Building department (construction or zoning) feels that the Health Department should take part in the review process for your project, they will have you complete the attached application.

THE APPLICATION: should include a **sealed copy of the same architectural plans** you provide to the Township for construction/building permits. **Tips on completing the application** and what documentation to include in the submission is attached.

SEPTIC REVIEW: If your septic is over 10 years old, you may need to submit a satisfactory home septic evaluation report that was completed within the last year.
If the report is unsatisfactory, the expectation will be to repair/replace/design a system that will leave the septic system at the property in satisfactory working condition prior to granting approval.

PERMITS: When the septic and well review is completed, you will need to obtain construction, zoning, building, plumbing, electrical, fire permits prior to starting work.
These permits are **ONLY ISSUED BY THE TOWNSHIP**. Please contact the TOWNSHIP directly to receive your building permits and to schedule your inspections.

Example of typical conditions of approval include:

- Gravity plumbing only. Ejector pumps typically require additional septic work.
- Not to exceed number of bedrooms for the last septic design on file.
- Setback distances are provided on the bottom of the 2nd page of the application and attached.

Attachments: Application: Short form construction review of septic and well
Tips on completing the form
Septic and Well Distance reference guide.
Directions on searching public records for septic and well information.

Please provide 1 copy of sealed architectural plans, application form, and \$25 check payable to Sussex County. Can be left in overnight drop box. Hours are 8 – 4:30pm.

Sussex County Department of Health and Human Services



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