

Town of Pulteney

FLOW OUTLINE FOR ONSITE WASTEWATER TREATMENT SYSTEM CONSTRUCTION PERMIT

(The flow outline was developed due to the New York State Departments of Health, State and Education's recent fact sheet dated 1/13/04 interpretation of Article 145, Section 7209 of the New York State Department of Health Education Law policies as a result of that interpretation requiring a design by a NYS licensed professional for all onsite wastewater treatment systems.)

1. Complete an Application:

- a. Application has valuable information used for the design or inspection of the onsite wastewater treatment system.
- b. Applications are available from the your local watershed inspector or this website.

2. Arrange for a site evaluation:

- a. Arrange for contractor and a NYS licensed professional to meet at the site.

3. NYS licensed design professional designs conventional, replacement type systems, alternative type system or a local waived onsite wastewater treatment system. NYS licensed design professional performs system evaluations witnessed by the Watershed Inspector.

a. The Watershed Inspector **shall witness all soils investigations** as part of the permitting procedure.

b. NYS licensed professional designs your wastewater treatment system or prepares the system evaluation under the professional's fee schedule.

c. NYS licensed professional submits a design or a system evaluation to Watershed office for approval.

d. The design or system evaluation is approved and permitted.

e. Landowner secures services of contractor. (We recommend securing the services of a competent onsite wastewater treatment installer knowledgeable of current standards and installation procedures.)

f. Landowner or contractor notifies **the NYS licensed design professional and the local watershed inspector** two working days prior to starting the installation and **for the final inspections.**