

Weston Board of Health Requirements for Septic System Repair and Construction

The following are projects that require a permit from the Weston Board of Health:

- Soil Testing
- Disposal System Repair, Component Repair, Abandon or Relocation
- Disposal System Construction

Soil Testing

Submit Soil Testing Application with the following:

1. ***Soil Test Application*** - A Licensed Soil Evaluator must complete the Soil Testing Application and submit a \$475.00 fee for the first 4 soil tests, each additional test is \$100.00.
2. ***Trench Permit*** - The Excavator Operator must complete the Trench Permit Application providing a Dig Safe number and Hoisting Engineer License number and submit the required fee of \$50.00 or \$10.00 in cash or check made payable to the Town of Weston.
3. ***Schedule Test Date*** - The Soil Evaluator must contact the Board of Health Office to schedule the soil test.
4. ***Submit Soil Logs*** - The Soil Evaluator must submit the Soil Evaluator Report within 30 days of testing.

Submit Application for Disposal System Component Repair, Abandon or Relocation with the following:

1. ***DSCP Application*** - A Licensed Septic Installer must complete the DSC Repair, Abandon, or Relocation Application and submit with a fee of \$175.000.
2. ***Trench Permit*** - If required, the Licensed Septic Installer must complete a Trench Permit Application providing a Dig Safe number and Hoisting Engineer License number and submit the required fee of \$50.00 or \$10.00 in cash or check made payable to the Town of Weston.
3. ***Relocation Plan*** - If the work includes an addition or relocation of a building sewer, tank or distribution box a plan prepared by a Registered Sanitarian or Professional Engineer must be submitted and approved by the Board of Health prior to construction.

Disposal System Repair

Permit for Disposal System Component Repair, Abandon or Relocation

1. ***Review and Approval*** - The Board of Health will review and approve the Application and issue a permit to repair to the Licensed Septic Installer.
2. ***Inspection*** - The Licensed Septic Installer will complete the repairs and call the Board of Health for an inspection.
3. ***As Built Required*** - If the repair included a *replacement* of a tank or distribution box, the Installer will provide the Board of Health with an As Built Plan including at least two ties from a permanent object to all covers or distribution box. If the work involved a *relocation or addition* of any building sewer, tank or distribution box the plan must be prepared by a Registered Sanitarian or Professional Engineer and include elevations of all added or replaced components.
4. ***Installer Certification*** - The installer must certify in writing that the septic system was repaired or abandoned in accordance with the State Environmental Code – Title 5, 310 CMR 15.000.
5. ***Certificate of Compliance*** - The Board of Health will issue a Certificate of Compliance when all requirements are met.

Septic System Construction

Submit Application for Disposal System Construction with the following:

1. **Application** - Submit an Application completely filled out by the Designer of Record.
2. **Review fee** - Submit a fee of \$250.00 cash or check made payable to the Town of Weston.
3. **Documentation** – The Following Documents are required to be submitted with the Application:
 - a. Two copies of a plan prepared by a Registered Sanitarian or Professional Engineer meeting all the requirements of Title 5 of the State Environmental Code, 310 CMR 15.000. The plan must be in accordance with 310 CMR 15.220.
 - b. Submit a copy of the Soil Evaluator Report if not previously submitted.
 - c. If a Variance to Title 5 is being requested provide a letter detailing site conditions and engineered best practice used to mitigate the site conditions and request a variance hearing.
4. **Review** - Within 21 days (45 days by Law) the Board of Health will review the application and approve or request revisions to the proposed design.
5. **Approval** - When the Board of Health has determined that the plan meets the requirements of Title 5 an Approval Letter will be issued to the owner of the property.

Permit for Disposal System Construction

1. **DSCP** - The Licensed Septic Installer will apply for a permit to construct a disposal system by filling out the lower portion of the original Application for Disposal System Construction Permit and provide a fee of \$700.00 with a check made payable to the Town of Weston.
2. **Trench Permit** - The Licensed Septic Installer will apply for a Trench Permit and provide a fee of \$50.00 or \$10.00 if the site has already been issued a Trench Permit.
3. **Sieve Analysis** - If the disposal system requires the use of fill to construct, the Licensed Installer will provide a sieve analysis of the material to be used meeting the requirements of 310 CMR 15.255 (3). The analysis must be performed within 2 weeks of the start of construction and approved by the Design Engineer of record.
4. **Aggregate** - If stone is to be used to construct the leach facility the Installer will only use 1 1/2 inch double washed naturally rounded river stone free of iron particles, fines and dust in place. **Crushed ledge is not acceptable.** Care must be taken to ensure the stone remains uncontaminated with deleterious material once delivered to the site. The condition of the stone from the time it is delivered and used for construction is entirely the responsibility of the Licensed Installer. Failure to maintain the integrity of the stone may result in removal and reconstruction of the leach facility.
5. **Pre-Construction** -The Installer, in a pre-construction meeting, will discuss the proposed construction schedule with the Board of Health to ensure the excavation inspection will not be adversely impacted by weather conditions and that inspectors will be available for all required inspections. These inspections will, at a minimum, include all tank excavations with stone in place, excavation of the disposal field, inspection of all conveyance pipes throughout the system, wet test of all components and vents, observation ports and magnetic tape.
6. **Inspections** - The Licensed Installer will notify the Designer of record of the inspection schedule to ensure their availability for all required inspections.
7. **Installer Documentation** - After construction is complete and approved by the Board of Health and Designer of record, the Licensed Installer will provide the following documents to the Board of Health:
 - a. An invoice or delivery slips for all fill and aggregate used to construct the leach facility.
 - b. A Certification letter signed by the Licensed Installer indicating that the Disposal System has been constructed in accordance with all requirements of the State Environmental Code, Title 5, 310 CMR 15.000 and the Weston Board of Health. If any methods, conditions or materials were different from the original approved plan, they must be noted in the certification letter.
8. **Designer Documentation** - The Designer of record will submit an As Built Plan meeting the requirements of 310 CMR 15.220 and including at least two ties to all components of the Disposal System, final elevation of all components and finish grades with a Certification Statement indicating that the Disposal System has been constructed in accordance with all requirements of the State Environmental Code, Title 5, 310 CMR 15.000 and the Weston Board of Health. If any methods, conditions or materials are different from the original approved plan, they must be noted on the As Built plan.
9. **Certificate of Compliance** - The Board of Health will issue a Certificate of Compliance when all construction is complete and all required documentation has been submitted by the Licensed Installer and Designer of record and approved by the Board of Health.