

SEWAGE ENFORCEMENT FOR ON-LOT SEPTIC SYSTEMS

For any of the Sewage Enforcement Services outlined in this package, you are required to complete a "PA Application for an On-Lot Sewage Disposal System Permit" Application and establish an escrow account with Lower Nazareth Township. This document will highlight important information regarding both.

Application

The items to be completed on the application are Part I, Questions 1-7 and Part IV. This document is provided by the Commonwealth of PA. The form can be found on our website or picked up at the Township Office.

Escrow Account

You must establish an escrow account with Lower Nazareth Township to pay for the fees of the Township's Sewage Enforcement Officer (SEO). The SEO is hired by Lower Nazareth Township to enforce PA Title 25, Chapters 71, 72, and 73, Standards for Sewage Disposal, and Lower Nazareth Township Ordinance #168, On-Lot Sewage Disposal Ordinance.

The SEO's fees are the only fees paid from the Escrow Account. You must hire a contractor/installer directly to perform the services necessary to do the actual repair or installation work on your septic system. That contractor cost is not included in this escrow.

Your escrow application and fees must be submitted with your application. The Application and escrow fees must be submitted as separate checks, made payable to "Lower Nazareth Township". You must pay a Septic Administration Fee and the Escrow, which are prescribed in the current Fee Schedule.

Please note, the escrow deposit may not be enough to cover all the fees required to repair or install your septic system. It is possible that additional escrow funds may be necessary that exceed the initial calculation of fees due to changes that occur during the approval process. If this happens, any fees which exceed the amount held in escrow must be paid before the permit will be released.

Escrow funds are deposited in the bank and will be maintained separately within the Township's Master Escrow Account. Any required bank documentation for the escrow account must be filed with the township at the time of application.

Monthly statements regarding withdrawals for documented expenses incurred with account balances will be sent to the Applicant/Account Holder listed on the application form.

Please use the attached form to request a refund of your escrow. Any escrow account balance will be refunded within sixty (60) days after completion of work.

Occasionally, the work may be completed before the official approval document and/or invoice has been received by the Township from the SEO. Escrow account balances will be returned only when all approvals are received, and all invoices related to the project have been processed by the Township. We appreciate your patience!

Refunds will be made only to the Applicant/Account Holder as prescribed in the Escrow Agreement.

SYSTEM MALFUNCTION AND REPAIRS

These three items describe the services and fees for Malfunctions and Repairs. If the SEO determines that the malfunction is more than a repair, perc testing and installation of a new system may be required. See On-Lot Probe and Perc Testing and New Septic System on the following pages for a description of those services.

1. **System Malfunction** - The SEO will investigate the malfunction, establish available data, and coordinate required testing procedures. Any related activities including, but not limited to, dye testing, water sampling and lab test fees, are also included.

Due to variability of malfunctions, the fee will be accrued hourly at **\$113.00 per hour**.

- 2a. **Minor Repair** – Repairs that do not include replacement of the treatment tank or absorption area, do require a permit under the Sewage Facilities Act. Installation or repair of building sewers, transmission lines, and other sewerage need to be monitored and inspected by the township SEO to assure compliance with requirements, as well as no adverse impact on the environment. In these circumstances a report will be generated supplying the appropriate information, i.e. Owner, Contractor, type of repair, etc. This information shall be provided for Township Records.

The fee for this service is **\$520.00**.

- 2b. **Repair** – Repairs that entail repair replacement, enlargement of a treatment or retention tank, or the repair, replacement, disturbance, modification or enlargement of a soil absorption area or spray field, or the soil within or under the absorption area or spray field require a permit.

The fee for this service is **\$520.00**; additional review time at \$113.00 per hour.

Please Note:

~Any additional fees will be charged at the time of Permit Issuance and are payable before the permit will be released. ~

ON-LOT PROBE AND PERC TESTING

These services are required when you need to test for a new septic field.

TEST PIT PROFILE ANALYSIS (PROCEDURE FOR PROBE)

Permit Application (Single Lot) - The property owner or his representative (consultant) will be required to set up an appointment with the SEO (bbroniszewski@gilmore-assoc.com) to arrange for a witnessing of the evaluation of the pit, collection of necessary site data, taking of necessary slope readings and notation of all soil mapping information. At this time, the SEO will try to answer any questions which the owner may have in reference to his system planning or permit procedure.

The owner is required to supply the necessary excavation and any information pertinent to the application. You must arrange to have a backhoe available (with 2-foot wide bucket minimum) for digging, on the date and time as scheduled and confirmed with Township SEO. PA One Call (1-800-242-1776) must be contacted for utility location at least 3 days prior to, but not more than 10 days prior to the time of site evaluation / soils testing. The SEO must be provided with PA One Call confirmation # at the site prior to digging.

The fee for witnessing the initial site investigation, which includes the test probes is **\$520.00** for a half-day witnessing, or a single-lot investigation, and **\$1,040.00** for a full day, which includes testing for a primary and alternative location on multiple systems, and often (at the discretion of the property owner or his representative) the pre-soak for the percolation testing.

Upon determination of suitable soil profile locations by the Township SEO, you will proceed to Percolation Test as described below.

PERCOLATION TEST (LIMITED TO SIX HOLES)

If the site is found suitable during Probes, arrangements may be made for the performance of percolation tests. Perc testing will be completed as follows:

Observation of Percolation Test - The applicant or developer should retain a qualified individual(s) to perform the percolation test and presoak. Prior to the performance of testing, the SEO shall be notified of who will perform the test. If this person(s) is qualified to perform percolation tests, scheduling may proceed. The SEO would then observe and inspect the pre-soak, hole depth and test preparation plus witness and verify test readings.

The fee for this service is **\$520.00 per tested lot**; i.e. 2 perc sites, includes both a single primary and a single secondary site.

The number of perc tests typically required is **(1) test for a repair**.

If you have completed these tests for the location of a new septic field, please go on to the next page for the directions for a New Septic System.

NEW SEPTIC SYSTEM

PERMIT APPLICATION REVIEW, PERMIT ISSUANCE/DENIAL

1. If new perc testing is required, complete testing for proposed lot as detailed in On-Lot Probe and Perc Testing above. If you already have an available secondary test area, you can proceed to the next step.
2. You must have a septic design prepared in accordance with perc test results and all applicable rules and regulations of PA Title 25, Chapter 73, Standards for Sewage Disposal, and Lower Nazareth Township Ordinance #168, On-Lot Sewage Disposal Ordinance. The system design is the responsibility of the applicant. The Township is not permitted to make singular recommendations on septic system designers or installers. Your designer should submit a Sewage Facilities Planning Module Mailer to the township SEO for approval. Upon receipt of the township SEO's signature, your designer should then submit the mailer to the DEP for Planning Component recommendation.
3. Submit four (4) copies of a complete septic design. If you have not done so already, you must also complete the "PA Application for an On-lot Sewage Disposal System Permit". The items to be completed on the application are Part I, Questions 1-7 and Part IV. The Township will forward all documents to the Township's SEO.
4. The SEO will process and notify the Applicant of permit approval or denial. Should the permit be denied per the Department of Environmental Protection's Rules and Regulations, the reasons for denial will be noted and the applicant's right to appeal will be brought to their attention. Incomplete applications or design submittals will be returned to the Applicant with a letter describing deficiencies. Copies of all permit correspondence and data will be provided to the Applicant and to the Township for their use.
5. The Applicant will be contacted to pick up permit. The on-lot sewage disposal permit will have noted any additional criteria, such as required inspections, maintenance, construction notes, and/or any comments regarding the individual system and/or its installation.

Fees for **Permit Application Review and Permit Issuance Denial** are listed below:

Conventional, Gravity-Dosed, In-Ground Bed or Trench Systems (CIGB or CIGT) .. **\$260.00**

Conventional, Pressure-Dosed Systems (CPDB), and Alternate Systems (AS) **\$520.00**

Additional review time is charged at \$113.00 per hour.

~Any additional fees will be charged at the time of Permit Issuance and are payable before the permit will be released. ~

PRE-CONSTRUCTION INSPECTION/MEETING

After receipt of a sewage permit, and prior to any lot earth disturbance, you or your system installer must contact the SEO to inspect the site to reaffirm that the designated area for the on-lot system has not been disturbed since earlier testing. During this inspection, you and the system installer will be required to meet with the SEO at the site to review Township guidelines and construction procedures.

The fee for the Pre-Construction Inspection/Meeting..... **\$113.00 per hour**

NEW SEPTIC SYSTEM, PERMIT APPLICATION REVIEW, PERMIT ISSUANCE/DENIAL (Continued)

FINAL INSPECTIONS

At the time of system installation and prior to approval to cover, necessary field inspections shall be performed by the SEO. System installation, grades and distances shall be checked to the standards set forth by DEP and the results of that inspection are retained on file. It is the responsibility of the Applicant to schedule these inspection(s) with the SEO.

- These include, but are not limited, to:
- a) Surface Preparation
 - b) Sand Placement
 - c) Final Inspection

The fee for Inspections..... **\$520.00 (CIGB or CIGT) or \$1170.00 (CPDB or AS)**