

# **ALL SUBDIVISIONS REQUIRE A PLANNING MODULE**

**DEP RULES AND REGULATIONS DICTATE  
THAT THE MUNICIPALITY MUST ACCEPT  
THE SEWAGE SITUATION ON EVERY LOT IN  
THE SUBDIVISION**

## **HOW?**

- 1. The lot could have an existing structure with an existing septic system. An approved visual inspection is required**
- 2. The lot could be perc approved with a site suitable test location.**
- 3. The 10 acre exemption applies to the lot.**
- 4. The non-building waiver applies if the parcel is 40 acres or more or the lot is a line shift with a z line to adjacent lot that has an existing septic system.**
- 5. The lot has a public sewer line hook up permit.**

**Subdivisions that don't require perc testing do require a planning module, but aren't required to have DEP approval.**

# **SUBDIVISION PROCEEDURE**

1. A subdivision may alter the long range sewage plan for the Municipality
2. All subdivisions must comply with the PA Code, Title 25, Chapter 71.
3. Every lot in any subdivision must deal with sewage prior to submittal to the municipality.
4. There are five (5) ways to deal with sewage on each lot:
  1. Approved perc test,
  2. Public sewage line to property and tap in fee paid,
  3. A 10 acre exemption (if allowed in your municipality),
  4. Lot has an existing non malfunctioning septic system and
  5. Non-building waiver.
5. If the non-building waiver applies, it must be shown on the subdivision survey indicating exactly which lot the waiver applies. If the lot is other than the residual, the DEP non-building waiver form (3800-FM-WSFR0349) must be completed. Non-building waiver only applies to lots of 40 acres or more unless a smaller lot is Z lined onto an adjacent lot with an existing (non- malfunctioning) septic system or an approved perc "site suitable".
6. All subdivisions require a planning module and the planning module should be a part of the subdivision submittal to the Planning Commission or the Supervisors if there is no planning commission. Subdivisions that have no actual perc testing are not submitted to the DEP.
7. If the subdivision involves perc testing and it is satisfactory to the municipality, the municipality should approve the subdivision subject to DEP approval. You then sign off on the planning module and make sure it is returned to the WCSC office for submittal to the DEP. You should hold the original milar copy of the subdivision until you receive your "Deemed Adequate" letter from the DEP.
8. If there is no testing it still requires a planning module and if satisfactory to the municipality, you approve it at the meeting and send a copy to our office for record keeping. It won't be sent to the DEP for approval.



## **PROCESSING PROCEDURE**

### **SEWAGE FACILITIES PLANNING MODULE**

#### **COMPONENT No. 1**

##### **ABBREVIATIONS:**

Planning Module ----- (PMC)  
Washington County Sewage Council ----- (WCSC)  
Sewage Enforcement Officer ----- (SEO)  
Dept. of Environmental Protection ----- (DEP)

1. Subdivider must complete and sign form No. 3800-FM-WSFR0350
2. After the survey map is completed and sewage testing done, the SEO must sign the PMC in two (2) places.
3. Now the PMC along with the 16 items shown in Section G, 1., a project narrative and an unsigned copy of the survey must be submitted to the WCSC or can be prepared for you by the WCSC prior to being submitted to your municipality Planning Commission.
4. The Planning Commission along with your Zoning officer of your municipality sign Section I of form 3800-FM-WSFR0350 and they then present the package to the Borough Council or Township Supervisors.
5. The Borough Council or Township Supervisors approve the subdivision (SUBJECT TO DEP APPROVAL). At this meeting they complete and sign Section J of form 3800-FM-WSFR0350 and submit the entire PMC package to the WCSC. The municipality should hold the original mylar copy of the subdivision until they receive DEP approval notice.
6. The WCSC reviews the PMC Package and if complete, sends it on to the DEP Water Quality Specialist at the DEP.
7. The DEP will respond with their approval and upon receipt of same, the WCSC thru the SEO issues the Sewage Permit/s for the lot/s applicable and the municipality gives the subdivider the original mylar copy of the signed and sealed plot map.

Edition 2/2/06

## **WASHINGTON COUNTY SEWAGE COUNCIL**

## SECOND DWELLING CONSTRUCTED ON A SINGLE LOT

October 24, 2001

The Dept. of Environmental Protection rules and regulations with regard to development planning make this situation a sub-division by flow and therefore it requires their planning approval.

All the same requirements that apply to a 2 lot sub-division apply to the above situation.

1. A survey of the property
2. Locate the test site on the survey
3. Locate the existing dwelling and it's existing system and any existing well or spring on the survey.
4. Locate any surface water on the survey
5. Locate all existing and proposed right-of-ways on the survey
6. Show orientation to North on the survey

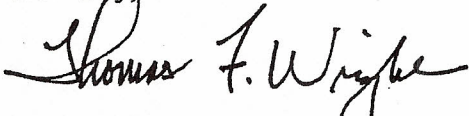
There must be a visual inspection of the on-lot septic system for the original dwelling and if there is a malfunction, there has to be a repair permit application, testing for a new absorption field if required and a site suitable letter or a permit issued which every applies before we can submit the plan for DEP approval. All of this holds up issuing a permit for the new dwelling.

The same logic for this requirement is because the reason for the planning is to verify that if the area for the new system is the only place to repair the existing malfunctioning system, then you wouldn't want to add to the problem by eliminating that site and by law the malfunctioning system should be repaired in the first place. Secondly, the property owner could submit a plan to sub-divide after the second dwelling was permitted on the property, thus avoiding the normal procedure.

The above is not a change in any law or rules and regulations, it has merely been brought to our attention by the DEP so we must follow thru accordingly.

This adds an additional \$25.00 cost to the permit application for planning module review.

Sincerely,



Thomas F. Wright, Administrator