

## SEPTIC SYSTEM APPLICATION CHECK LIST

1. Application for Disposal System Construction Permit form **signed** by homeowner or agent of the owner.
2. Three sets of the engineered plans, if no variances are required; Eight sets if variances are required. **Original Stamp, Signature and Date of the Engineer or Registered Sanitarian required on three (3) sets of plans.**
3. Land Surveyor's **ORIGINAL** Stamp required for NEW CONSTRUCTION and LOT LINE SETBACK VARIANCES on **three (3) sets** – All other plans must reference a Certified Plot Plan (TITLE, DATE, WHO STAMPED, CREDENTIALS, WHERE IS IT REGISTERED) or have ORIGINAL Land Surveyor's Stamp.
4. If variances are required, a letter stating the variances requested and the reason for the request. A \$32 fee is required for a Title V variance request and a \$32 fee is required for Duxbury Supplementary Rules and Regulations variance request.
5. Application Fee of \$216.00 for residential property.  
**REQUIRED ON ENGINEERED PLAN:**
  1. Massachusetts Registered Sanitarian/Engineer **ORIGINAL** Stamp, Signature, and date on **three (3) sets.**
  2. Land Surveyor's **ORIGINAL** Stamp required for NEW CONSTRUCTION and LOT LINE SETBACK VARIANCES on **three (3) sets** – All other plans must reference a Certified Plot Plan or have ORIGINAL Land Surveyor's Stamp.
  3. Scale no smaller than 1"=30' for plot plan.
  4. A locus plan to show location of the facility, including nearest cross street.
  5. Legal Boundaries of the facility being served including easements. (If entire lot does not fit on the plan use an insert)
  6. All dwellings or buildings existing or proposed on the site.
  7. **Floor Plans for dwellings existing or proposed to be located on the plan.**
  8. Reserve Area
  9. Location of all existing and proposed impervious areas, including driveways, cement patios, etc.
  10. North Arrow
  11. Design calculations, including design daily sewage flow, septic tank capacity, SAS capacity and whether system is designed for a garbage grinder.
  12. Complete profile of the system including elevations
  13. Existing and proposed contours
  14. The materials of construction and specifications
  15. Location and log of test holes and dates
  16. Elevation of Perc Test and results
  17. Existing grade elevation for each hole including elevation for each soil layer.
  18. Observed and adjusted groundwater elevations in the vicinity of the system
  19. Name & Certification # of soil evaluator (310 CMR 15.220(j))

20. Plan to show 6" of crushed stone under septic tank

21. Plan to show Zabel Filter or equal with support leg in septic tank

22. Location of surface water, Bordering Vegetated Wetlands, Marshes, Coastal Banks, etc., and nitrogen sensitive areas or a note "no wetlands within 150 ft". (This includes reserve areas.) (To be confirmed by Conservation Agent)

23. Location of water lines and other subsurface utilities

24. Location of water supplies, public or private or note "no potable wells within 150 ft".

25. A list of all parcel numbers and street addresses of any parcels which lie within 150' of the proposed soil absorption system and a statement next to each of whether it is connected to town water or has a potable well.

EXAMPLE:

000-032-001 233 Main Street – Town Water

000-098-003 227 Main Street – Town Water

003-050-213 231 Main Street – Potable Well

Potable Wells for all properties that lie within 150' of the proposed soil absorption system shall be shown on the septic plan. The potable well owners shall be notified by the applicant through certified mail and asked to verify the location of their well.

26. Location of irrigation wells, or a note "no irrigation wells within 100 ft"

27. Location within a Zone I or Zone II, or note "not located in a Zone I or Zone II"

28. Flood Zone designation and elevation or note "not located within a flood zone"

29. Note on the plan listing all variances to the provisions of Title 5 and Duxbury Rules and Regulations or note, "No Variances to Title 5 or Duxbury Rules & Regulations are requested"

30. Location and actual elevation of NGVD Benchmark within 75 ft. of the facility, which is not subject to dislocation or loss during construction of the facility.

31. All other requirements per Title 5 and Duxbury Supplementary Rules & Regulations

32. When a pump system is proposed, complete design and specifications of the pump system, including pump chamber capacity, pump curves and specifications, number of dosing cycles and depth per cycle

**1500 gallon septic tanks are required for all septic system upgrades**

**Lots must be considered buildable by the Director of Inspectional Services before an Application for Disposal System Construction Permit is considered complete.**

#### **QUICK LIST: NOTES REQUIRED BY THE TOWN OF DUXBURY:**

**1. Wetlands note:** There are no wetlands within 150' of the proposed leaching area. **or** There are wetlands within 150' of the proposed leaching area. (This includes reserve areas)

**2. Potable Well note:** There are no potable wells within 150' of the proposed leaching area. **or** There is a potable well within 150' of the proposed leaching area.

**3. Irrigation Well note:** There are no irrigation wells within 100' of the proposed leaching area. **or** There is an irrigation well within 100' of the proposed soil leaching area.

**4. Zone I, Zone II note:** This property is not located in a Zone I or Zone II of a well head protection area. **or** This property is not located in a Zone I but is in a Zone II of a well head protection area. **or** This property is located in a Zone I of a well head protection area.

**5. Flood Zone note:** This property is not located in a Flood Zone as shown on FIRM Map..... **or** This property is located in a Special Flood Zone as shown on FIRM map.....

**6. Variance note:** This design does not require any variance from Title 5 or Duxbury Rules and Regulations **or** This design does require variances (list the variances needed including section #'s from the code)

**7. Inspection Port Detail** shown on plan

**8. Magnetic marking note:** All system components shall be marked with magnetic marking tape or comparable means in order to locate them once buried.

