



TOWN OF WESTMINSTER
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BOARD OF HEALTH

BOARD OF HEALTH REQUIREMENTS FOR FAILED SEPTIC SYSTEMS

The following is a series of steps you need to take in order to get your septic system repaired.

IF YOUR LEACH AREA HAS FAILED YOU WILL NEED:

A PERC TEST

SEPTIC SYSTEM INSTALLATION PERMIT

PERC TEST WITH SOIL EVALUATION

1. Contact a Professional Engineer (PE) or a Registered Sanitarian (RS) to arrange for the perc test. The engineer will schedule a Board of Health (BOH) Agent to witness the testing.
2. Fill out an application for the perc test and bring it to the BOH office. Include a check for \$175 made out to the "Town of Westminster". (The fee for a new lot is \$225)
3. Homeowner should arrange for an excavator once a date has been booked with the BOH. Engineers could make this arrangement if necessary.
4. Once the perc test is completed the engineer will forward a copy of the soil evaluation report to you and the BOH. This report is called "Soil Suitability Assessment for On-Site Sewage Disposal." This document is very important. You will need it in order to have septic plans designed. If you sell the property before upgrading, this document will be very important for the new owners and adds value to the land.

SEPTIC SYSTEM INSTALLATION/CONSTRUCTION PERMIT (DSCP)

1. Your Engineer will provide you with copies of your septic system installation plan and an application for the DSCP (*Disposal System Construction Permit*). Bring three (3) copies of the septic design plans, the DSCP application, and a check for \$175 (repairs) \$250 (*new construction*) made out to the "Town of Westminster".
2. Make sure the owner and property information is correct. Include installers' name, address, and phone number if you already know. Otherwise please call the BOH office at a later time with that information. Be sure to sign and date the application where it says, "The undersigned agrees to install...."
3. After the BOH Agent approves the plans, you will receive a Disposal System Construction Permit and a copy of your septic plans stamped approved by the BOH. A BOH agent will do two (2) inspections during installation of the new leach field.
4. After the system is installed and the BOH receives an "As-Built" from the engineer and installer a Certificate of Compliance will be issued to you.

The BOH office has information on low interest loans for septic repairs and Massachusetts State income tax breaks you can take after your system is completed.