

## **INSPECTION PROCEDURES**

The following inspections are required, as a minimum, for all applications involving subsurface sewage treatment system (SSTS) in realty subdivisions and/or on individual lots. The design professional or designee shall be present at these inspections.

### **1. SITE EVALUATION INSPECTIONS**

Site evaluation inspections are necessary to determine if the proposed are is suitable for use as SSTS. These inspections are requested by the applicant's design professional prior to the application for the construction of SSTS and /or realty subdivision involving SSTS is submitted to the Westchester County Department of Health (WCDH). It is the design professional's responsibility to file the completed site evaluation form \* and associated fee **(\$200.00)** for these inspections. Once the request is reviewed and determined complete, the inspection is scheduled. For those properties on the NYC Watershed, the WCDH coordinates witnessing of this testing with the New York City Department of Environmental Protection (NYCDEP).

- a. **Deep Test Holes** – a minimum of 3 holes are required for the SSTS construction. It is the design professional's responsibility to have the holes dug o the day of the scheduled testing prior to the Department's arrival.
- b. **Soil Percolation Tests** – a minimum of 3 holes are required for new SSTS construction. Before the Department schedules soil percolation tests the design professional must submit a plan showing the location of the deep test holes witnessed by the Department and the proposed soil percolation test hole locations. The Department will witness soil percolation testing on all properties located in the NYC Watershed and may, at its discretion, witness testing on lots not on the NYC Watershed. This testing occurs over two days with the presoak performed the day prior to the actual soil percolation test.

### **2. OPEN WORK INSPECTIONS**

After the construction permit for the SSTS is issued the WCDH and the installation of the SSTS is completed, the design professional requests an open work inspection. A completed open works request form \* must be submitted by the design professional. Upon the Department's review and determination of completeness an open works inspection will be performed. SSTS which require pumping/dosing will require an additional inspection to verify the design dose rate.

Should you have any questions, please contact the Mt. Kisco Office at 914-864-7347.

\* Forms can be downloaded from the department's website  
<http://www.westchestergov.com/health/realty.htm#forms>