

**WESTCHESTER COUNTY DEPARTMENT OF HEALTH
GUIDELINES FOR FILING APPLICATIONS FOR REPLACEMENT WELLS**

APPLICATIONS FOR PERMIT TO CONSTRUCT

Applicable codes: Chapter 873, Article VII of the Laws of Westchester County, NY

Fees: Chapter 873, Article XXI, Sections 873.2111, 873.2112, 873.2113 of the Laws of Westchester County, NY and Policy Statement Env 1992-1 revised January 1998.

The following list serves as the minimum requirements when requesting approval of a project pursuant to the above provisions.

1. A licensed Professional Engineer/Registered Architect licensed and registered to practice in the State of New York can prepare applications. The property owner is allowed to file application in the case of replacement wells only.
2. Application fee: \$210.00 per individual well. Check should be made out to Westchester County Department of Health.
3. Letter of authorization (authorizes Professional Engineer (PE)/Registered Architect (RA) to file on behalf of owner). Both owner and design professional must sign letter.
4. For Corporate ownership, a Corporate Resolution form must be filed.
5. Transmittal letter indicating reason for replacement of well, for example, well contamination, low yield, etc.
6. An official survey of property (if not on an approved Realty Subdivision) shall be submitted, along with other information, which may be required to determine lot origin.
7. Westchester County application form (4 copies).
8. Plans a minimum of 4 sets is required additional copies of plans may be submitted at owner's discretion. Plans should include:
 - a. Site plan showing property line, north arrow, vicinity map, all watercourses, wet weather drainage channels, NYSDEC regulated wetlands, springs on the property or within 100' of any property lines, existing or proposed easements, etc.
 - b. Complete layout of proposed individual well demonstrating that the appropriate restrictive setbacks are met (refer to rules and regulations).
 - c. All existing wells and subsurface sewage treatment systems on the property and on adjacent properties within 200 feet of the property line.
 - d. Design Details, where appropriate, for example, well detail.
 - e. Appropriate notes on yield and sources of contamination (refer to rules and regulations).
 - f. Indicate your intention for the existing well being replaced. If abandoning well, provide note that the abandonment is in accordance with Westchester County Health Department rules and regulations.
 - g. Plans must have the following information: tax map designation and municipality, date, scale, owner information, property location, title block.
 - h. Plans must be prepared in accordance with New York State Education Law and must bear warning statement (if design professional is preparing application).
 - i. For further guidance on information required on plans, refer to the Westchester County of Health document entitled "Rules and Regulations for the Design and Construction of Residential Subsurface Sewage Treatment Systems and Drilled Wells in Westchester County, New York".

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APPLICATIONS FOR CERTIFICATE OF CONSTRUCTION COMPLIANCE

The following list serves as the minimum requirements when requesting approval of a project pursuant to the above provisions.

1. A licensed Professional Engineer/Registered Architect licensed and registered to practice in the State of New York can prepare application. The property owner is allowed to prepare application in the case of replacement wells only.
2. Westchester County Department of Health Application Form for certificate of construction compliance (4 copies)
3. Well completion report completed and signed by the well driller.
4. As Built plans (4 sets).
5. Water well sampling results from a NYSDOH certified laboratory pursuant to private well water testing law effective November 19, 2007.

Questions may be directed to the Land Development Program at (914) 864-7333.
Please submit completed applications to:

Westchester County Department of Health
Bureau of Environmental Quality
118 North Bedford Road
Mount Kisco, New York 10549
914-864-7333
914-864-7341 (Fax)