

SEPTIC PERMITS FOR NEW CONSTRUCTION AND REPAIRS INVOLVING THE INSTALLATION OF A NEW ABSORPTION AREA

The following describes the procedure for obtaining a permit to install a sewage disposal system or replace an existing absorption area in a new location:

1. If you are not the listed owner of record of the property for which you are applying, you will be unable to apply for a septic permit, unless you provide at least one (1) of the following:
 - a. Current property deed showing you as the property owner.
 - b. Executed and valid Agreement of Sale which shows that you are under contract to purchase the property.
 - c. Signed, dated, and notarized affidavit (available upon request).
2. Apply for a septic permit by completing Part I (**Numbers 1 – 9**) and signing and dating Part IV (**Number 12**) on the Commonwealth of PA form titled "Application for An On-Lot Sewage System Permit." Permit applications are available on the Township website at <https://www.lehightownship.com/forms.html>
3. Upon submission of a full application, it is the applicant's responsibility to hire a project consultant, contractor, or both, to guide the applicant through the permit process. The project consultant or contractor may be a design professional, Soil Scientist, consulting Sewage Enforcement Officer, or any other qualified individual or firm who are familiar with the PA Sewage Facilities Act and the Regulations adopted thereunder. In conjunction with the Township SEO, the consultant or contractor should be able to answer questions and coordinate site investigation and soil testing on the property, which typically consists of the following steps:
 - a. Test Pit Analysis: Applicant provides an excavator to prepare test pits (aka soil probes) on the property. This step is done in conjunction with the Township SEO, therefore, the applicant or their consultant must contact the SEO to arrange a schedule for the testing. Prior to excavation, relevant isolation distances and topography (slope) must be evaluated. Additionally, prior to testing, the applicant or their consultant or contractor are responsible for notifying the PA One Call System and obtaining a serial number in accordance with PA Code Title 25, §72.42(a)(20)(ii).
 - b. Percolation Testing: Upon completion of suitable soil test pits and identification of a target area or areas for percolation testing, the percolation test(s) will be scheduled. Each percolation test consists of two consecutive days – day one to prepare and presoak the test holes and day two to conduct the test and obtain results.

Two options are available to an applicant whose permit requires percolation testing:

- i. All percolation testing is prepared and conducted by the applicant's qualified consultant or contractor. In this case, the Sewage Enforcement Officer is obligated to monitor and observe the testing and verify the results in a manner approved by DEP. No additional fees apply if this Option is selected.
 - ii. Percolation testing is prepared and conducted by an appointed Township Sewage Enforcement Officer. Coordination with the system designer may be required to determine hole spacing, layout, and depth. When more than one six-hole percolation test is required, an additional \$550.00 fee is applicable per each six-hole test if this option is selected
4. Property corner monumentation shall be distinctly marked in the field and boundaries must be identified at the time of testing to ensure accuracy of the test locations. Lehigh Township is not responsible for identifying property boundaries.
 5. After suitable soil testing has been completed, a septic design must be prepared by your design consultant. At this time, the four (4) corners of the proposed absorption area or four (4) corners of each trench (as applicable) must be staked on the property.
 6. Four (4) copies of the design must be submitted to Lehigh Township. The applicant is advised to have a design prepared and submitted as soon as possible after soil testing is complete. If the system design is not prepared immediately after testing, a Professional Land Surveyor should be retained to locate the soil testing (all test pits and percolation test holes) and memorialize the testing by plotting the tested locations on a sealed plot plan. Property surveys with soil testing located should be submitted to Lehigh Township for record-keeping.
 7. Once the design has been reviewed and approved, a permit will be issued for the installation of an on-lot sewage disposal system on the property. Inspection fees, and any outstanding balance on behalf of the application, are due and payable at the time of permit issuance.

NOTE:

A septic permit is valid for three (3) years from the date of issuance. If construction of the system and the structure to be served by the system has not commenced within three (3) years, the permit will expire, and a new permit must be obtained.