

**CAYUGA COUNTY HEALTH DEPARTMENT APPLICATION TO INSTALL A NEW SEPTIC SYSTEM**

Application is hereby made to the Cayuga County Health Department for review of plans prepared by a Professional Engineer or Registered Architect for a septic system to serve the property described below.

OWNER'S NAME \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_

OWNER'S MAILING ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

PROPERTY 911 ADDRESS \_\_\_\_\_ TOWN \_\_\_\_\_

PROPERTY TAX MAP NUMBER \_\_\_\_\_

Number of Bedrooms \_\_\_\_\_ Garbage Disposal: YES \_\_\_\_\_ or NO \_\_\_\_\_

Water Supply: Existing \_\_\_\_\_ or Proposed \_\_\_\_\_

I hereby authorize the Cayuga County Health Department to perform a site review at the property described above.

Acceptable plans prepared by a Professional Engineer or Registered Architect will be reviewed for compliance with the standards of the New York State Department of Health. Acceptance by the Cayuga County Health Department does not guarantee that the septic system will function properly. The Cayuga County Health Department assumes no liability should the system fail to function properly.

**I will not begin any construction on my septic system until this proposal is accepted by the Cayuga County Health Department. Upon completion but prior to covering, I will have a licensed Professional Engineer or Registered Architect certify to the Health Department that the installation was completed according to this proposal. Failure to do so is a violation of the Cayuga County Sanitary Code.**

Please note: A review fee payable to the Cayuga County Health Department must accompany this application. The fee is \$150 for new construction or systems that require fill materials, including geotextile sand filter proposals and \$100 for all other system.

**SIGNATURE OF PROPERTY OWNER** \_\_\_\_\_ **DATE** \_\_\_\_\_

Cayuga County Health Department  
8 Dill St, Auburn, NY 13021  
315-253-1405  
[cchealth@cayugacounty.us](mailto:cchealth@cayugacounty.us)



## Cayuga County Soil & Water Conservation District

7413 County House Rd., Auburn, NY 13021

Ph. (315) 252-4171 – Fax (315) 252-1900

Facebook: [www.facebook.com/cayugaswcd](http://www.facebook.com/cayugaswcd) - Website: [www.cayugaswcd.org](http://www.cayugaswcd.org)

### Wastewater Management Program Fee Schedule

Percolation test (includes deep test hole evaluation)	\$250.00
Standard – Includes: Percolation Test Design (approved by engineer) Inspection after installation	\$700.00
Alternate Designs (ie, pump, raised bed) (Alternate designs may be required, based on site evaluation.)	As per quote
Septic system designs outside Cayuga County	Add \$100.00

**Payment must be submitted with application. Make checks payable to  
Cayuga County SWCD.**

Health Department Review Fee (New System)	\$150.00
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Please note that the Health Department Review Fee is MANDATORY for all septic system designs in Cayuga County. This fee must be submitted with application. Checks are to be made payable to Cayuga County Health Dept.

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Inspection of Modification	\$150.00
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#### **Dye Testing (Sanitary Code Inspection)**

Routine Sanitary Code Inspection (as per Cayuga County Health Dept. mandatory inspection program)	\$70.00
Property Transfer or Refinance of currently occupied property	\$110.00
Property Transfer of unoccupied property (3 consecutive days)	\$200.00



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### Instructions for Percolation Test

*Please keep this sheet for your reference.*

Return the application form and checks to: Cayuga County SWCD, 7413 County House Road, Auburn, NY 13021. (Not the Health Department, as listed at the top of the application.)

#### ***Location:***

The percolation holes must be dug in the area of the proposed septic system. Please note the following separation distances when digging your percolation holes.

- \*Minimum of 10' from any property lines.
- \*Minimum of 100' from any water - well, stream, pond, etc.
- \*Minimum of 20' from house (proposed or existing).
- \*Minimum of 20' from any ditch or field tile.
- \*Holes must not be on any right of way.

#### ***Site Preparation:***

Three small percolation holes must be dug in the area of the proposed septic system. These holes are to be dug 30' (feet) apart, in a triangle. The holes must be 28" (inches) in depth. The sides of the holes should be roughened with a knife or garden tool, and any loose soil removed from the bottom of the holes. Holes may NOT be dug with a backhoe or power auger. They must be hand dug with a shovel or a post hole digger. Holes should be filled with water the day PRIOR to the test, for pre-soaking. Do not put water in holes on the day of the test.

Water must be provided on site at the time of the test. Approximately 20 gallons (or enough to fill all 3 holes).

Water must be free of debris, oil or soap residue.

A backhoe MUST be on site at the time of the test to dig a 6' (feet) deep test hole. The hole must be dug at the time of the test, and filled back in after it has been evaluated. This hole may NOT be dug in advance.

The location of the proposed house, well and property lines must be physically staked out on the lot at the time of the test.

***Landowner MUST call Dig Safely New York (UFPO) at least 5 working days prior to test.  
1-800-962-7962***

*It is the mission of the CCSWCD to enhance and protect the natural resources of Cayuga County through "hands on" implementation of best management practices.*