

ERIE COUNTY DEPARTMENT OF HEALTH
DIVISION OF ENVIRONMENTAL HEALTH

PLAN SUBMITTAL REQUIREMENTS

This summary of submittal requirements for plan review covers the following types of plans (For onsite wastewater treatment system (septic system) plans, please see the separate OWTS document):

1. Public Water Supplies and Waterlines
2. Sanitary Sewers
3. Sanitary Sewer Service Connections > 2500 gpd
4. Realty Subdivisions
5. Swimming Pools, Spas, and Bathing Beaches

1.0 **Public Water Supplies and Waterlines:** Approval is required for any new water supply (source), changes or additions to existing water treatment facilities, and any extensions or replacements of distribution system lines. New groundwater supplies in excess of 20 gallons per minute flow rate, and new or expanded surface water supplies must be approved by the New York State Department of Environmental Conservation (NYSDEC).

1.1 Requirements:

- 1.1.1 A completed DOH-348 Form – Application for Approval of Plans for Public Water Supply Improvement. The applicant is the owner of the completed project (e.g. the municipality for a public waterline extension).
- 1.1.2 One Engineer's Report, including **water line testing and disinfection** specifications, signed with P.E. stamp.
- 1.1.3 One initial review set of plans. Three sets of final construction plans, signed with P.E. stamp are required for approval.
- 1.1.4 The plan review fee of \$226.00 payable to the Erie County Commissioner of Finance. ***Any project received without the proper application and review fee will not be reviewed until the fee is received.***
- 1.1.5 Any project that is federally funded must be submitted to the New York State Department of Health, Bureau of Water Supply Protection for review and approval. One copy of the plans and Engineer's Report should be submitted to this Department for review (no fees required).

1.2 Regulations and Standards:

- 1.2.1 New York State Sanitary Code – Part 5.
- 1.2.2 New York State Sanitary Code – Appendix 5-B and 5-D.
- 1.2.3 Recommended Standards for Water Works, current edition, Great Lakes-Upper Mississippi River Board (GLUMRB).
- 1.2.4 American Water Works Association (AWWA) Standards.

1.3 Construction Completion:

- 1.3.1 Completed Works Approval –The following items must be submitted to the public water supplier for the Erie County Department of Health to issue Completed Works Approval to the public water supply.
 - 1.3.1.1 Certificate of Construction Compliance form - must be signed by the licensed Professional Engineer responsible for inspecting the construction.
 - 1.3.1.2 Bacteriological Sampling Results – A sample location plan must be provided, field tests for chlorine residual before and after flushing should be made and recorded for each sampling location, and the residual level should not exceed the background level in the distribution system.
 - 1.3.1.3 Hydrostatic Test Results

- 1.3.2 Once the public water supplier approves the entire project to be placed into service, form ECDOH-PWS-103-04/04 (Completed Works Approval Report) must be submitted to this Department with copies of the hydrostatic test results and all bacteriological sampling results. A Completed Works Approval will be issued once review of all submitted information is completed by this Department.

2.0 **Sanitary Sewers:** Approval is required for all projects involving an extension or replacement of existing municipal, sewer district or sewer works corporation collection systems. Approval is also required for private sewerage facilities serving realty subdivisions and condominiums /townhomes which include ownership of all or a portion of the land underneath.

2.1 **Requirements:**

- 2.1.1 NYSDEC Application for Approval of Plans for a Wastewater Disposal System (BSP-5).
- 2.1.2 The plan review fee of \$300.00 (includes the first six lots) plus \$50 per new lot or lateral greater than six, payable to the Commissioner of Finance. ***Any project received without the proper application and review fee will not be reviewed until the fee is received.***
- 2.1.3 One Engineer's Report.
- 2.1.4 One BMW-65 form (92-15-8) – Technical Review of Plans and Specifications for Sewage and Waste Treatment Systems Project Data.
- 2.1.5 A detailed downstream sewer capacity analysis (DSCA) is required for every project. The downstream sewer capacity analysis must be included in the Engineer's Report. For projects outside of Erie County Sewer Districts, a copy of the Engineer's Report must also be submitted to the NYSDEC Regional Office in Buffalo for their review and acceptance of the DSCA.
- 2.1.6 Documentation substantiating SEQRA compliance.
- 2.1.7 Regulatory permits (e.g. Protected Stream, Water Quality Certification).
- 2.1.8 One initial set of plans with location map for review (except for Coordinated Review projects). The number of final sets will vary.
 - 2.1.8.1 Coordinated Reviews with ECDEP-DSM: For projects located within or tributary to an Erie County Sewer District, **THREE** sets of plans and reports are to be submitted to the Erie County Department of Environment and Planning-Division of Sewerage Management. One set of the application package will then be forwarded to this Department with a copy of the application and the review fee. Any information pertaining to the downstream sewer capacity (including inflow and infiltration mitigation), SEQRA compliance, regulatory permits and water portions of the project must be included in the Engineer's Report.
 - 2.1.8.2 Coordinated Reviews with BSA: For projects located within the Buffalo Sewer Authority system, **TWO** sets of plans and reports are to be submitted to the Buffalo Sewer Authority. One set of the application package will be forwarded to this Department with a copy of the application and the review fee. Any information pertaining to the downstream sewer capacity, SEQR compliance, regulatory permits and water portions of the project must be included in the Engineer's Report.

2.2 **Regulations and Standards:**

- 2.2.1 Erie County Sanitary Code, Article IV General Sanitation
- 2.2.2 Recommended Standards for Wastewater Facilities, current edition, Great Lakes-Upper Mississippi River Board (GLUMRB)

2.3 **Construction Completion:**

- 2.3.1 Written certification from a professional engineer documenting that the sanitary sewers were constructed in accordance with the approved plans, including results of all leakage and deflection tests.

3.0 Sanitary Sewer Service Connections >2500 gpd: Approval is required for all projects involving a service connection to an existing municipal, sewer district or sewer works corporation collection system with a daily flow rate greater than 2500 gallons per day.

3.1 Requirements: Refer to Section 2.1 Sanitary Sewer Requirements above, noting the following:

- 3.1.1 The applicant is the owner of the property to be connected to the sewer system.
- 3.1.2 The plan review fee is \$300.00.
- 3.1.3 The BMW-65 form is not needed.
- 3.1.4 Plans are not required, but a location map is needed.
- 3.1.5 A detailed downstream sewer capacity analysis is required for every project. The downstream sewer capacity analysis (including inflow and infiltration mitigation, except for combined sewer systems) must be included in the Engineer's Report. For projects outside of Erie County Sewer Districts, a copy of the Engineer's Report must also be submitted to the NYSDEC Regional Office in Buffalo for their review and acceptance of the downstream sewer capacity analysis.
- 3.1.6 Documentation substantiating SEQRA compliance.
- 3.1.7 Regulatory permits (e.g. Protected Stream, Water Quality Certification).
- 3.1.8 Coordinated Reviews: Refer to sections 2.1.8.1 and 2.1.8.2.

4.0 Realty Subdivisions: Approval required for realty subdivisions as defined by Public Health Law – Section 1115 to 1120

4.1 Requirements:

- 4.1.1 A completed GEN-157 form, Application for Approval of Sanitary Facilities for Realty Subdivision.
- 4.1.2 Review fee, payable to Commissioner of Finance, of \$25.00 per lot. ***Any project received without the proper application and review fee will not be reviewed until the fee is received.***
- 4.1.3 One paper print of the subdivision map cover, signed with P.E. stamp. Any additional prints or mylars of the map cover required for other agencies should also be submitted to this Department to be stamped and returned.
- 4.1.4 A copy of the approval paperwork for the sanitary sewers or individual site wastewater treatment.
- 4.1.5 A copy of the approval paperwork for the water supply.
- 4.1.6 Realty subdivision development (any residential development where land is sold to each unit owner) containing "common ground" and utilizing common private utilities (i.e. private waterlines and sanitary sewers) require proof of Transportation Corporation(s) for the private utilities.
- 4.1.7 Re-stamp of subdivision map covers: Please note on the submittal if the project is a Re-stamp only and the reason for the re-stamp.

4.2 Regulations:

- 4.2.1 New York State Sanitary Code – Part 74
- 4.2.2 Public Health Law, Sections 1115 to 1120

5.0 Swimming Pools, Spas, and Bathing Beaches– Approval required for any new facility or any equipment additions or changes to an existing facility.

5.1 Requirements:

- 5.1.1 A completed GEN – 134 form, Application for Approval of Plans & Specifications for Construction or Alteration of an Artificial Swimming Pool and Appurtenances.
- 5.1.2 One DOH – 1309 form, Engineering Report for Swimming Pool Plans, specifications including a copy of pump performance curves and manufacturer’s equipment brochures.
- 5.1.3 One set of construction plans for review. Three sets of final construction plans are required for approval.
- 5.1.4 The plan review fee of \$300.00 payable to the Commissioner of Finance. *Any project received without the proper application and review fee will not be reviewed until the fee is received.***

5.2 Regulation:

- 5.2.1 New York State Sanitary Code – Part 6

5.3 Construction Completion:

- 5.3.1 Completed Works Approval –The following items must be completed for the Erie County Department of Health to issue a Completed Works Approval to the pool owner.
 - 5.3.1.1 Certificate of Construction Compliance form must be signed by the licensed professional engineer or architect verifying that the pool facilities were constructed in accordance with the approved plans.
 - 5.3.1.2 Operational Permit - Please note that an Operational Permit is required for a Swimming Pool or Spa. After construction, the following must be submitted to this Department prior to scheduling the pre-operational inspection and issuance of the operational permit:
 - Operational Permit application and fee
 - Swimming pool safety plan
 - Proof of the electrical inspection
 - Completed Certificate of Construction Compliance form (per 5.3.1.1)

Any submittal received without the application and/or review fee will not be reviewed. Review will only be started when the application and review fee are received

Copies of all applications mentioned above are available on our website at www.erie.gov/health by clicking on Programs/Info and Public Health Engineering.

Requests for copies of review references or questions about specific review procedures can be answered by calling, emailing, or writing to:

jennifer.delaney@erie.gov

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