DEPARTMENT OF ENVIRONMENTAL PROTECTION
Bureau of Clean Water

DOCUMENT NUMBER:	385-2207-001
TITLE:	Pennsylvania Sewage Facilities Act Program Guidance; Site Suitability and Alternatives Analysis Guidelines for New Land Development Proposing On-lot Sewage Disposal
EFFECTIVE DATE:	Upon publication of notice as final in the *Pennsylvania Bulletin*
AUTHORITY:	Sections 5 and 10 of the Pennsylvania Sewage Facilities Act, 35 P.S. §§ 705.1 - 750.20; and 25 Pa. Code Chapters 71 - 73
POLICY:	It is the policy of the Department of Environmental Protection (DEP) to consider a wide range of available on-lot sewage system technologies, including both often used and emerging technologies, in the Pennsylvania Sewage Facilities Act (Act) new land development (NLD) planning process. Approval of the use of any on-lot technology during sewage facilities planning is contingent upon specific site conditions and assurance and availability of adequate operation and maintenance (O&M) support mechanisms.
PURPOSE:	The purpose of this guidance is to provide a systematic approach to sewage facilities planning for NLD when using on-lot sewage systems or when incorporating alternate on-lot sewage systems for long-term sewage disposal needs as described in the Act and 25 Pa. Code Chapter 71 (relating to administration of sewage facilities planning program).
APPLICABILITY:	This guidance applies to the preparation and review of Sewage Facilities Planning Modules, and assessing site suitability for, or the use of, individual or community on-lot sewage systems, including conventional, alternate, or experimental technologies.
DISCLAIMER:	The policies and procedures outlined in this guidance are intended to supplement existing requirements. Nothing in the policies or procedures shall affect regulatory requirements. The policies and procedures herein are not an adjudication or a regulation. There is no intent on the part of the DEP to give the rules in these policies that weight or deference. This document establishes the framework within which the DEP will exercise its administrative discretion in the future. The DEP reserves the discretion to deviate from this policy statement if circumstances warrant.
PAGE LENGTH:	13 pages

I. DEFINITIONS AND ACRONYMS

A. Definitions

Act - Pennsylvania Sewage Facilities Act (35 P.S. §§ 705.1 - 750.20).

Act 26 – The Act of July 20, 2017 (P.L. 321, No.26), amending the Pennsylvania Sewage Facilities Act

Advanced secondary on-lot sewage pretreatment– The level of pretreatment of sewage that achieves a reduction in the five-day Carbonaceous Biochemical Oxygen Demand ($CBOD_5$) and Total Suspended Solids (TSS) to a level at or below 10 mg/l, respectively.

Alternate sewage system – A method of demonstrated on-lot sewage treatment and disposal not described in 25 Pa. Code Chapter 72 or 73

Conventional sewage system – A system employing the use of demonstrated on-lot sewage treatment and disposal technology in a manner specifically recognized by 25 Pa. Code Chapter 73. The term does not include alternate or experimental sewage systems.

Exemption from planning – A process established in 25 Pa. Code § 71.51(b) (General) which describes the criteria under which sewage facilities planning is not required for new land development.

Exception to the requirement to revise – A process established in 25 Pa. Code § 71.55 (Exceptions to the requirement to revise the official plan for new land development) which describes the criteria under which a revision for new land development is not required.

Experimental sewage system – A method of on-lot sewage treatment and disposal not described in 25 Pa. Code Chapter 72 or 73 which is proposed for the purpose of testing and observation.

On-lot sewage system component – A subsection or component of an on-lot sewage system such as an absorption area; treatment tank(s); media filter(s); dosing tank; disinfection system; equalization tank(s); or any component part or functional unit necessary for an on-lot sewage system to function properly.

On-lot sewage system – An individual or community sewage system, whether public or privately owned, which uses a system of components for collecting, treating and disposing of sewage into a soil absorption area or spray field or by retention in a retaining tank.

Permittable – A conventional, alternate or experimental on-lot sewage system which is capable of being permitted by a sewage enforcement officer or the DEP.

Revision for new land development – A revision to a municipality's official plan resulting from a proposed subdivision as defined in the Act.

Shallow limiting zone – As it relates to the siting of absorption areas, excluding spray fields, the mineral soil depth to a seasonal high water table between 12 and 20 inches, or a mineral soil depth to a limiting zone as indicated by bedrock or coarse fragments with insufficient fine soil to fill voids that are located within 16 inches and less than 20 inches of the limiting zone.

Sinkhole – A closed natural depression in the ground surface caused by removal of material below the ground and either collapse or gradual subsidence of the surface into the resulting void.

Subdivision – The division or redivision of a lot, tract or other parcel of land into two or more lots, tracts, parcels or other divisions of land, including changes in existing lot lines. The enumerating of lots shall include as a lot that portion of the original tract or tracts remaining after other lots have been subdivided therefrom.

B. Acronyms

DEP – PA Department of Environmental Protection
D&I – Development and Implementation
IRSIS – Individual Residential Spray Irrigation System
NLD – New Land Development
OAT – On-lot Alternative Technology
O&M – Operation and Maintenance
SEO – Sewage Enforcement Officer
SMP – Sewage Management Program

II. INTRODUCTION

Section 3 of the Clean Stream Law, 35 P.S. § 691.3 (Discharge of sewage and industrial wastes not a natural use), establishes that the discharge of sewage into the waters of the Commonwealth is a source of water pollution, is not "a reasonable or natural use of such waters, [and is declared] to be against public policy and to be a public nuisance." The Pennsylvania Sewage Facilities Act (Act) establishes the planning framework for preventing and eliminating pollution of the waters of the Commonwealth caused by the discharge of sewage. Together, the Clean Streams Law and the Act establish that effective treatment and disposal of sewage waste and the associated planning is essential to maintaining the quality of waters of the Commonwealth and the economic value of residential and other properties. The regulations promulgated under the Act provide the detailed requirements to carry out the sewage facilities planning policies outlined in Section 3 of the Act (35 P.S. § 750.3)

When considering the use of on-lot sewage disposal systems in the creation of new lots during NLD, it is critical that the lot being created is capable of properly treating and disposing of all the sewage generated without creating a public health hazard or polluting the waters of the Commonwealth. Each new lot must support itself in both its short-term and long-term sewage disposal needs.

All methods of on-lot sewage renovation within Pennsylvania are subject to the standards for on-lot sewage treatment facilities in 25 Pa. Code Chapter 73. Except for an individual residential spray irrigation system (IRSIS), these methods of sewage renovation rely on soil-based treatment

for most of the sewage treatment provided by an on-lot sewage system. When evaluating whether a site is suitable for on-lot sewage disposal, the following factors are considered: the slope of the landscape, the landscape features, the depth of soils available on the site and the infiltration capacity. In addition, other conditions may be present that can contribute to the potential for pollution, such as high density use or certain geologic conditions. As provided in 25 Pa. Code § 71.62 (Individual and community onlot sewage systems), the DEP may require additional site evaluations in the planning process when other conditions are present.

The sewage facilities planning regulations, 25 Pa. Code Chapter 71, require a municipality to revise its official plan when a new subdivision is proposed unless the proposal qualifies for an exemption or an exception from the planning requirements. Act 26 authorizes the consideration of conventional and alternate on-lot sewage systems during the planning process when a plan supplement or plan revision for NLD is proposed. Revisions for NLD must include, but are not limited to, the information specified in 25 Pa. Code § 71.52 (Content requirements – new land development revisions).

In general, the information required to be submitted for consideration provides details of the proposal and establishes that the proposal meets the requirements of the Act and its implementing regulations. Two of these requirements are that the proposal include "An analysis of technically available sewage facilities alternatives identified by the municipality and additional alternatives identified by the Department…" (25 Pa. Code § 71.52(a)(3)) and the "Selection of an alternative which adequately addresses both the present and future sewage needs of the proposal…" (25 Pa. Code § 71.52(a)(4)). Subchapter D (Official plan requirements for alternative evaluations) of Chapter 71 outlines the official plan requirements for these alternative evaluations. The alternatives evaluation also requires municipalities to evaluate and implement options to provide for the proper O&M of on-lot sewage systems to ensure the long-term sanitary treatment and disposal of sewage.

On July 20, 2017, the Pennsylvania Legislature enacted Act 26, an amendment to the Act, which among other things, revised the NLD sewage planning process to allow for the consideration of OATs at the planning stage. Of note, Act 26 did not repeal or amend any language in 25 Pa. Code Chapters 71-73; rather, it added two subsections to section 5 of the Act. With respect to sewage facilities planning, Act 26 amended Section 5 of the Act by adding subsection (c.1), which provides, "When proposing a plan supplement or plan revision for new land development, the applicant may submit and the DEP shall accept, for the purpose of satisfying general site suitability requirements, any conventional or alternate on-lot system permittable by a sewage enforcement officer." This new provision establishes an additional path to meet general site suitability criteria. It allows for the consideration of the use of a DEP classified OAT[1] sewage system during the NLD planning process, on sites that do not meet general site suitability criteria, as per 25 Pa. Code § 71.62 and Chapter 73, if the system(s) is capable of being permitted by an SEO. The DEP's OAT approval document will outline the general site suitability requirements for the alternate systems or components approved by DEP. When an OAT(s) is being proposed for use for NLD, it is "permittable" where all conditions in an OAT approval document are met.

[1] The DEP classifies OATs under 25 Pa. Code § 73.72. Classification of an OAT is a state-wide approval establishing that the specific technology meets the DEP's standards for classification as an alternate technology.

In practice, municipalities commonly forego "general site suitability" testing in favor of detailed lot-by-lot site testing during the planning portion of project development. This ensures that each new lot created has an available method of sewage disposal. During the permitting process, an SEO must test each lot applying for an on-lot sewage disposal permit to evaluate the depth, type and permeability of the soils and landscape features to determine what system(s) can be used on the lot as provided in 25 Pa. Code § 72.41. In those instances where a site does not meet general site suitability requirements established in 25 Pa. Code § 71.62 and Chapter 73, a lot-by-lot analysis must be performed during sewage planning to ensure that all permitting requirements in the specific OAT approval document under consideration can be and will be met at the permitting stage.

O&M is essential to ensure long-term effective treatment and disposal of sewage waste after the permitting and installation of an on-lot sewage system to prevent pollution of the waters of the Commonwealth. The sewage management regulation at 25 Pa. Code § 71.71 (relating to general requirements) states, "Municipalities are required to assure the proper operation and maintenance of sewage facilities within their borders. Proper operation and maintenance of sewage facilities is essential to the provision of adequate sewage treatment and disposal over the functional life of a sewage treatment system. Municipalities shall, therefore, address long-term operation and maintenance in official plans and revisions to official plans." The regulation goes on to state, "The establishment of a sewage management program as part of an official plan or revision to an official plan provides a method of assuring proper operation and maintenance of sewage facilities." This section provides the requirement for a municipality to address long-term O&M of on-lot sewage systems[2].

The procedures outlined in this guidance document address the variables found in the field and on-lot sewage system technologies. The procedures are intended to clarify the sewage planning requirements for site suitability testing and alternatives analysis.

III. SCOPE

The four (4) goals of this document are to:

1. Provide a step-by-step procedure to sewage facilities planning for NLD when using on-lot sewage systems.

2. Incorporate OATs, as required by Act 26, into the sewage facilities planning process for NLD.

3. Address the two paths to meeting general site suitability in sewage facilities planning: the regulatory and statutory (Act 26) paths.

4. Clarify the use of the planning module components and forms for on-lot sewage facilities planning.

[2] O&M requirements for OATs are detailed in the technology-specific OAT approval document.

IV. PLANNING PROCESS FOR NEW LAND DEVELOPMENT USING ON-LOT SEWAGE SYSTEMS

A. Regulatory and Statutory General Site Suitability

1. The following site suitability testing procedures clarify the procedures established in 25 Pa. Code Chapters 71 and 73 and provide a systematic approach to making site suitability determinations and comprehensive alternatives analyses for NLD projects that propose the use of on-lot sewage system technologies, including conventional, alternate, and experimental sewage system technologies. Individuals involved in site suitability testing and alternatives evaluation for projects proposing the use of on-lot sewage systems should follow this process to adequately address the long-term sewage disposal needs of the site in accordance with 25 Pa. Code Chapters 71 and 73.

2. The regulations set a path to meet general site suitability requirements for NLD using on-lot sewage systems. Additionally, Act 26 provides that "… the department shall accept, for the purpose of satisfying general site suitability requirements, any conventional or alternate on-lot system permittable by a sewage enforcement officer." An on-lot sewage system is "permittable" if it meets general site suitability and the technical requirements for the specific on-lot sewage system or component in either the regulations or, in the case of alternate sewage systems, in the OAT approval document. For any on-lot sewage system to be permittable, each lot in a subdivision needs to be tested and evaluated to ensure that an on-lot sewage system and, if required, a replacement absorption area, can be properly sited: that is, the permit requirements that are described in the OAT approval document will need to be addressed during planning.

3. Act 26 provides the legal authority to use OATs in the sewage facilities planning process for NLD even though regulatory provisions for general site suitability may not be strictly satisfied; planning and permitting requirements are detailed in the OAT approval document. Two examples of when general site suitability regulatory provisions might not be satisfied are:

    a. When the soil profile reveals a shallow limiting zone.

    b. When a percolation test is not performed.

4. Act 26 also provides that when proposing a plan supplement or a plan revision for NLD and when meeting statutory general site suitability, the applicant may submit a proposal for any conventional or alternate on-lot sewage system permittable by an SEO.

    a. Proposals for on-lot sewage systems (conventional or alternate) on sites that meet regulatory general site suitability may use a plan supplement or plan revision for NLD (Component 2), an exception to the requirement to revise (Component 1), or an exemption from planning (Application Mailer), as applicable.

    b. Proposals for on-lot alternate systems using absorption areas (not meeting the regulatory general site suitability criteria) on soils with shallow limiting zones must be submitted on a plan supplement or a plan revision for NLD (Component 2).

B. The planning process for new land development consists of the following five (5) steps:

1. Step One – Complete the site investigation

a. The proposed subdivision must first be evaluated to determine if it is potentially suitable for the use of on-lot sewage disposal. 25 Pa. Code § 73.12, 73.13 and 73.14 (site location, minimum horizontal isolation distance, and soil investigation) provide the on-lot sewage disposal absorption area or IRSIS spray suitability requirements. If the site investigation reveals the proposed subdivision has no suitable areas per 25 Pa. Code § 73.12 or § 73.13 to conduct the necessary soil evaluation in Step One.b.(4), then the proposed NLD is unsuitable for the use of on-lot sewage systems. One of the following options may be available for the lot(s):

(1) A holding tank under 25 Pa. Code § 71.63 (Retaining tanks).

(2) A small flow treatment facility under 25 Pa. Code § 71.64 (Small flow treatment facilities).

(3) Connection to centralized sewer system.

b. If an area within the proposed subdivision is capable of being tested for a proposed absorption area or spray field, then;

(1) Determine the maximum slope. Slope will limit the type(s) of absorption area technology(ies) available for the lot.

(2) Determine the isolation distances.

(3) Estimate the sewage flow.

(4) Complete a soil evaluation.

(a) Complete soil probe testing to determine the soil profile and depth to the limiting zone(s). Number of soil probes will vary depending upon the soil conditions on the lot, but, as stated in 25 Pa. Code § 73.14 the minimum number of required soil probes per absorption area is one (1) for on-lot conventional sewage systems, and for on-lot alternate sewage systems the minimum amount is detailed in the OAT approval document. The minimum number of soil probes for a spray field is four (4).

(b) Based on the depth to limiting zone and the preliminary on-lot sewage systems being considered, conduct the following:

1) A percolation test under 25 Pa. Code § 73.15 (Percolation tests), to determine the average percolation rate (note that a percolation test is prohibited on sites with shallow limiting zones), or

2) A soil morphological evaluation to determine the infiltration loading and hydraulic linear loading rates. The OAT approval document details the type of testing required.

(c) If the soil evaluation reveals any of the following conditions, the site is unsuitable for an on-lot sewage system:

1) A limiting zone with a depth to a seasonal high water table of < 10" and/or < 16" to rock, or

2) When required to perform a percolation test, the average percolation rate is observed to be < 3 and > 180 minutes per inch (mpi), or

3) When required to perform a soil morphological evaluation, and the evaluation reveals soil types, as per the "Tyler Table," with infiltration loading rates < 0.2 or > 1.6 gallons per square feet per day (gal/ft2/day).

(d) Continue soil evaluations on the lot(s) until testing has determined an area suitable for an on-lot sewage system (and a replacement area if required). If unable to locate an area(s) suitable for an on-lot sewage system, there may be other options available for the sewage disposal needs of the NLD. Refer to Step IV.B.1.a.(1) through (3).

2. Step Two – Evaluate on-lot sewage system options.

a. If the limiting zone has a depth to a seasonal high water table of ≥ 10" or ≥ 16" to rock, the lot is suitable for an IRSIS; slopes of the proposed spray field of ≤ 4% for non-food producing agriculture areas, ≤ 12% for grassy areas, or ≤ 25% forested areas must be observed during testing or the site is unsuitable for an IRSIS. See 25 Pa. Code § 73.16 (relating to absorption and spray field area requirements), Table B, to size the spray field area.

b. If the limiting zone has a depth to a seasonal high water table of ≥ 12" and < 20" and/or ≥ 16" and < 20" to rock, the lot may also be suitable for an on-lot sewage system that meets the advanced secondary on-lot sewage pretreatment. A soil morphological evaluation must be conducted to further evaluate suitability and to size the absorption area; see the DEP's OAT approval documents for advanced on-lot treatment technologies and/or distribution technologies to size the primary and replacement absorption areas. See 25 Pa. Code § 73.14

c. Where the limiting zone is ≥ 20" and < 60," the lot may be suitable if the following procedures are followed:

(1) For an on-lot alternate sewage system, a percolation test or soil morphological evaluation must be conducted to further evaluate suitability and to size the absorption area; see the DEP's OAT approval documents to size the absorption area, or

(2) For an elevated sand mound, see 25 Pa. Code § 73.55 (relating to elevated sand mounds) for design criteria for these systems. A percolation test must be conducted to further evaluate suitability and the size the absorption area; a percolation rate ≥ 3 and ≤ 180 mpi and slopes ≤ 12% must be observed during testing or the area is unsuitable for an elevated sand mound. See 25 Pa. Code § 73.16, Table A, to size the absorption area based on the results of the percolation test.

d. Where the limiting zone is ≥ 60", the lot may be suitable if the procedures are followed for the systems listed in subsections b, c and d above and the following:

(1) Standard trenches: see 25 Pa. Code § 73.52 (Standard trenches) for design criteria for these systems. A percolation test must be conducted to further evaluate suitability and the size the absorption area; a percolation rate ≥ 6 and ≤ 90 mpi and slopes ≤25% must be observed during testing or the area is unsuitable for standard trenches. See 25 Pa. Code § 73.15 on how to conduct a percolation test and 25 Pa. Code § 73.16, Table A, to size the absorption area based on the results of the percolation test.

(2) Seepage beds: see 25 Pa. Code § 73.53 (Seepage beds) for design criteria for these systems. A percolation test must be conducted to further evaluate suitability and the size the absorption area; a percolation rate ≥ 6 and ≤ 90 mpi and slopes ≤ 8% must be observed during testing or the area is unsuitable for seepage beds. See 25 Pa. Code § 73.15 on how to conduct a percolation test and 25 Pa. Code § 73.16, Table A, to size the absorption area based on the results of the percolation test.

e. Where the limiting zone is ≥ 72", the lot may be suitable if the procedures are followed for the systems listed in subsections b, c, d, and e. above and the following procedure for subsurface sand filter beds and trenches; see 25 Pa. Code § 73.54 (Subsurface sand filter beds and trenches) for design criteria for these systems. A percolation test must be conducted to further evaluate suitability and the size of the absorption area; a percolation rate ≥ 3 and ≤ 90 mpi and slopes ≤ 8% for beds and ≤ 25% for trenches must be observed during testing or the area is unsuitable for subsurface sand filter beds and/or trenches. See 25 Pa. Code § 73.15 on how to conduct a percolation test and 25 Pa. Code § 73.16, Table A, to size the absorption area based on the results of the percolation test.

3. Step Three - Determine if additional permeability testing or hydrogeologic studies are required for the lot.

a. Additional permeability testing is required when the proposed development includes a large volume or community on-lot sewage system with sewage flow more than 10,000 gallons per day (gpd). See 25 Pa. Code§ 71.62(c).

b. Additional permeability testing may be required when any of the following is proposed:

(1) The proposed development includes a total absorption area greater than 5,000 square feet.

(2) The initial site evaluation contained soil profiles or geology which revealed slowly permeable conditions below the depth at which the percolation test was performed.

c. A preliminary hydrogeologic evaluation is required when one (1) or more of the following is present. Note, preliminary hydrogeologic evaluations must be completed by a qualified registered professional geologist:

(1) The development proposes a large volume on-lot sewage system (greater than 10,000 gpd).

(2) The development proposes a subdivision of more than 50 equivalent dwelling units with a density of more than one (1) equivalent dwelling unit per acre.

(3) DEP has documented that the quality of water supplies within 1/4 mile of the proposed development exceeds five (5) parts per million (ppm) nitrate-nitrogen.

(4) DEP has determined that known geological conditions for the proposed site may contribute to the potential for groundwater pollution from the systems.

d. Detailed hydrogeologic studies may be required by DEP when the preliminary hydrogeologic evaluation identifies a potential for a conflict between the proposal and existing or potential future uses of groundwater in the area. Detailed hydrogeologic studies must be completed by a professional geologist.

e. If the proposal has any of the conditions requiring or potentially requiring further permeability testing or hydrogeologic studies, contact DEP for further information.

4. Step Four - Complete an alternatives analysis when using a revision for new land development for on-lot sewage systems module (Component 2)

a. Planning for NLD requires a comprehensive alternatives analysis to determine suitable on-lot sewage system(s) for the lot(s) being created and to assure the long-term sanitary collection, treatment, and disposal of sewage. At this point, with the completion of Steps 1 through 4, the proposed lot(s) should have passed the suitability tests for the installation of an on-lot sewage system(s). See 25 Pa. Code § 71.61.

b. 25 Pa. Code § 71.52 contains the required elements for evaluating and selecting suitable on-lot sewage treatment technology(ies). The relationship of the proposed development to land uses, existing sewage needs, proposed sewage facilities and SMPs in the area must be evaluated. The alternatives evaluation also requires municipalities to assure the long-term sanitary treatment and disposal of sewage and to evaluate and implement options to assure the proper O&M of on-lot sewage systems.

c. Conventional, alternate or experimental on-lot sewage systems or components may be considered for evaluation in this step. Experimental on-lot sewage systems or

components are limited to components or systems that have completed Step One of the DEP's *On-lot Wastewater Technology Verification* Protocol (385-2208-003). The use of experimental systems requires replacement areas and monitoring under 25 Pa. Code § 73.71 (relating to experimental sewage systems). DEP has the authority to limit the number of experimental permits.

d. Specific O&M requirements for alternate systems are found in the OAT approval documents and must be considered during the alternatives analysis as well as O&M requirements in 25 Pa. Code Chapters 71 and 73.

e. An NLD proposal concerning a conventional or alternate on-lot sewage system that allows for the reduction in the size of the absorption area, should show in planning that there is sufficient area for installation of a primary and, when necessary, a full-sized replacement absorption area (prior to the calculation of the reduction) on each lot. A deed restriction or other action is necessary to protect the replacement absorption area or spray field from damage that would make it unsuitable for future use. The replacement absorption area should be delineated on the plot plan with metes and bounds.

f. Except when proposing an IRSIS, NLD proposals concerning development of sites with shallow limiting zones must show in planning that the proposal meets all the permitting requirements for DEP's approval for the specific absorption area technology.

g. Once the evaluation is complete, the applicant may select one (1) or more on-lot sewage treatment technology(ies) to solve the sewage disposal needs of the NLD and support this choice with documentation that shows that the alternative is technically, environmentally, and administratively acceptable. The proposal must include:

(1) Identification of all on-lot sewage system technologies that adequately address both the present and future sewage needs of the proposal.

(2) Identify how the long-term sewage disposal needs will be met for all lots within the proposed subdivision, including the residual tract.

(a) A description of the SMP, including its requirements, when a municipality has an approved SMP, or an SMP is under development per 25 Pa. Code § 71.74 (relating to Department responsibilities to require sewage management programs). The applicant must describe the requirements in the SMP and how they impact the proposed NLD. SMPs can consist of requirements for tank pumping, ordinances requiring O&M of on-lot sewage systems, and/or financial arrangements (such as fees, taxes and the like), guaranteeing long-term operation of the on-lot sewage systems.

(b) If the municipality does not have an SMP, a description of how the municipality will ensure long-term sewage disposal through either an O&M agreement for the life of the system or by siting a replacement absorption area(s). A deed restriction or other action is necessary to protect the replacement absorption area or spray field from damage that would make it

unsuitable for future use. The replacement absorption area should be delineated on the plot plan with metes and bounds.

(c) A description of additional O&M requirements for IRSIS, community on-lot sewage systems, the DEP permitted on-lot sewage systems, and alternate systems and components in the OAT approval document.

(d) Identification of who will be the owner(s) of the on-lot sewage system(s), and who will be responsible for the O&M of the on-lot sewage system(s). This may be a private individual, a municipality, a sewer authority, or a management agency; however, the ultimate responsibility lies with the municipality. The delegated local agency or the DEP may require a more extensive analysis of the available choices relative to ownership and O&M of the on-lot sewage system.

(3) Documentation on whether the NLD proposal can be implemented. Documentation will include, but is not limited to, institutional arrangements or agreements with other persons to provide services necessary for implementation of the proposal.

5. Step Five - Submit the NLD proposal to the municipality for review

The NLD proposal, on the appropriate DEP forms, will then be submitted to the municipality for its review. See *Section VI*. Once the municipality has acted on the proposal, the municipality will submit the proposal to the DEP for its review.

V. DEP FORMS FOR SUBMITTING NLD PROPOSALS FOR ON-LOT SEWAGE SYSTEMS

A. The forms described below, and their supporting documentation are used in the process of revising an official plan, including NLD.

B. Submitting the Sewage Facilities Planning Application Mailer is the first step in this process. The mailer must be submitted for all NLD projects, except for those projects that meet the qualifications for the use of a Component 1 planning module. The DEP uses the mailer information to determine whether sewage facilities planning is required and, if so, what type of planning is appropriate for a project.

C. The appropriate planning module forms will be provided by the DEP in response to the completed planning module application mailer.

FLOW CHART (IN DEVELOPMENT, TO BE ADDED LATER)