



Public Health
Prevent. Promote. Protect.

Frederick County Health Department

Barbara A. Brookmyer, M.D., M.P.H. ▪ Health Officer

PLEASE READ CAREFULLY!

October 31, 2018

Dear Surveyor:

The Frederick County Health Department (FCHD) is pleased to share the 2019 restricted soil season information for all site plan and subdivision projects. **There have been several changes to the procedures for the upcoming year.** Enclosed you will find updates, required information, restricted soil schedule, an information request form and site plan submission form.

The restricted soil season has previously had a late summer/fall submittal time with a hard deadline for submittals in the winter. In recent years there are late submittals that are ever increasing and weather patterns that can wreak havoc on perking schedules. Based on these two factors, restricted soil projects can now be submitted any time of the year, however perk testing during a restricted soil season/year is not guaranteed based on the project being prepared and routed in time for perk testing, the applicant/backhoe operator setting up the test and the weather.

All projects that have existing houses on them must show the existing well and septic and proposed repair area to be perk tested if the septic areas are older or records cannot be located. Information request forms are included with this letter that allows the owner or yourself to research what is present on the sites you are working on, **these forms must be completed in their entirety** per the instructions on the form (allow 10 business days after submitting the request to receive results). Failure to show this information will cause an “incomplete submission form” to be sent and the project will no longer be reviewed or routed for field checking until the required information has been submitted. All projects are aerial viewed to identify existing houses and buildings.

Addition plats require that all wells and septic areas be shown so that an adequate determination can be made in regards to wells and septic areas. In some cases, septic repair perks will be required prior to approval of the project.

For any restricted soil projects that may have unusual issues or challenges, please schedule an appointment with the Development Review Office and the Well and Septic Office to discuss these issues (Alicia Evangelista or Kim Dillman). This will help ensure that the project can be processed in a timely manner. Walk-in meetings (surveyor or property owner) without appointments are not guaranteed due to the availability of staff.

All information obtained from an information request should be included in your submittal package. Any submittal packages marked as being staked, that are found not to be staked will require a \$50.00 re-inspection fee prior to the next field check. Each occurrence of non-staking or missing stakes, regardless of reason is cause for the re-inspection fee. If a site is staked, but not accessible and prior arrangements are not made to ensure the sanitarian can get to the site is also cause for a re-inspection fee.

Barry Glottelty ▪ Director

Environmental Health Services ▪ 350 Montevue Lane ▪ Frederick, MD 21702

Phone: 301-600-1715 ▪ Fax: 301-600-3180 ▪ MD TTY: 1-800-735-2258





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Sanitarians will not cross electric fences, go in fields with any farm animals or spend hours trying to reach a wooded site or trying to cross a stream/river. If you have a site that has access challenges please provide notification of access limitation and who should be contacted on the submittal form or by email.

Sometime during the 2019 restricted soil season the county will be switching from Hanson to a different review system called Infor. With the new system being 100% computer based the Well and Septic Office will require that a paper copy of each project be submitted when the perk fees are paid. **Perk fees will not be accepted without the “ok to perk” letter and a paper copy of the project starting on January 2, 2019!**

Non-restricted submittals can be submitted at any time as well, however will be perk tested only if time allows during restricted season. If you have any questions, please contact me at 301-600-1717 or aevangelista@frederickcountymd.gov.

Sincerely,

Alicia Evangelista, L.E.H.S., Program Manager
Frederick County Health Department
Environmental Health
Development Review