

**Town of Springfield, NH**  
**Regulation of**  
**SEWAGE DISPOSAL SYSTEMS AND WELLS**

**§1 Statutory authority**

**§2 Purpose**

**§3 Statutory provisions**

**§4 Definitions**

**§5 Responsibility for accuracy of technical data and compliance with design criteria**

**§6 Design, construction and capacity requirements for sewage disposal systems**

**§7 Additional local design, construction and capacity requirements for sewage disposal systems**

**§8 Construction requirements for wells**

**§9 Compliance; Permits; Fees; Inspections**

**§10 Designation of responsibilities**

**§11 Licenses required**

**§12 Violations, fines and penalties**

**§13 Waiver**

**Adopted by the Health Officer on June 26, 2023.**

**Adopted by the Board of Selectmen on June 26, 2023.**

## **§ 1. Statutory authority.**

Under the authority of RSA Chapter 147:1, Public Health, and RSA 147:10, Nuisances, the following regulations for the health and safety of the people of Springfield, New Hampshire, governing the installation, alteration, inspection and maintenance of (a) Sewage Disposal Systems and (b) Wells, are hereby adopted.

## **§ 2. Purpose.**

- (a) To provide regulations for adequate and safe subsurface sewage disposal installations, hereafter referred to as the System(s), which are to be located and constructed so as to avoid contaminating any existing or future water source or water supply and to provide for the efficient, effective administration of those regulations.
- (b) To provide regulations for adequate and safe Well construction, which are to be located and constructed so as to avoid contamination.
- (c) To provide for the efficient and effective administration of these regulations.

## **§ 3. Statutory provisions.**

The rules and regulations established by the State of New Hampshire Department of Environmental Services, Subsurface Bureau and Water Resource Management Bureau form a part of these local regulations to the extent that said State regulations are not subject to and added to by the provisions of this entire document.

## **§ 4. Definitions.**

*Terms not otherwise defined herein are defined in accordance with RSA 485-A and Env-Wq 1000.*

AGENT(S) - The individual(s) authorized by the Board of Selectmen to perform all administrative and inspection responsibilities of these regulations.

DESIGNATED WETLANDS- prime wetland areas defined under Article 4 *Conservation Overlay Districts*, of the 2018 Town of Springfield, Zoning Ordinance

DESIGNER - NH licensed designer of subsurface disposal Systems.

DRY WELL- an effluent disposal area constructed as a covered, underground pit with an open-jointed or perforated lining and surrounded with septic stone, into which effluent is discharged for final disposal into the surrounding soil. The term includes seepage pit and effluent disposal pit.

EDA- an effluent disposal area (leach field)

INSTALLER - NH licensed installer of subsurface disposal systems.

## ISDS - Individual Septic Disposal System

LOCAL BOARD OF HEALTH- consists of the Town Health Officer and the Board of Selectmen

OWNER - The person in whose name the ownership of the property is legally recorded. The authority to perform any of the duties as herein described may not be transferred to any other person with the exception of a NH licensed designer and NH licensed installer of subsurface, sewage system(s).

SPRINGFIELD (TOWN) HEALTH OFFICER- person appointed by the Department of Health and Human Services, Director of the Division of Public Health Services, with authority under RSA 128 and RSA 147, New Hampshire public health laws and rules, to make sanitary investigations as may be directed by the local Board of Health, and serve as liaison between state officials and the local community on issues concerning local public health.

SUBSURFACE BUREAU- The NH Department of Environmental Services division that monitors and regulates subsurface disposal systems.

TOWN - The Board of Selectmen, acting as the Board of Health for the Town of Springfield or its designated agent, such as the Springfield Health Officer. Appeals from administrative decisions under these Regulations shall be made directly to the Board of Selectmen.

WATER RESOURCE MANAGEMENT BUREAU- The NH Department of Environmental Services division that monitors and regulates wells.

WELL - private subsurface water supply (bedrock, dug, gravel, or point) installed for domestic use purposes,

### **§ 5. Responsibility for accuracy of technical data and compliance with design criteria.**

The designer shall be responsible for the accuracy of all technical data and compliance with all design criteria.

As established in RSA 485-A:32, I: No person shall construct any building from which sewage or other wastewater will discharge without first obtaining approval of the plans and specifications for the ISDS from (1) the Springfield Health Officer/Board of Health and (2) New Hampshire DES Subsurface Bureau; and

No person shall construct any ISDS without first applying for and obtaining approval of the plans and specifications for the ISDS from (1) the Springfield Health Officer/Board of Health and (2) New Hampshire DES Subsurface Bureau.

The New Hampshire Department of Environmental Services (NHDES), Subsurface Systems Bureau (SSB) and the Town of Springfield require **construction and operational**

**approvals for all new, replacement and expanded subsurface sewage disposal systems.**

Construction approvals are issued after review of plans and specifications submitted by the applicant first to the Town of Springfield in order to receive a local permit from the Town Health Officer. Once the local permit is issued, NHDES administrative rule Env-Wq 1004.08 (a) requires that “the plan approved by NHDES shall be the final plan.”

The Town of Springfield and NHDES recognize that plans for ISDS(s), notably those involving new home construction, are usually designed before trees are cut or lot filling begins. The homeowner may wish to change the location of the home for various reasons. Accordingly, it is sometimes necessary that an originally submitted plan be amended or revised to reflect the change or alteration. The Town Health Officer and NHDES must then review and approve such amended and revised plans.

The owner or system designer is required to contact the Springfield Health Officer to schedule an inspection once construction of the ISDS is complete and request approval to operate the system prior to use.

See § 9 for additional information.

**§ 6. Design, construction and capacity requirements for sewage disposal systems.**

The sewage disposal system shall be designed, constructed and satisfy all requirements set forth in pertinent State of New Hampshire DES Subsurface Bureau Regulations as they exist, may be established or may be amended. These regulations currently include but may not in the future be limited and referred to as NEW HAMPSHIRE CODE OF ADMINISTRATIVE RULES, Chapter: Env-Wq 1000. The purpose of these rules is to implement RSA 485-A:29- 44 relative to subdivisions and individual sewage disposal systems (ISDS).

The system shall be designed and constructed and must satisfy all additional requirements set forth in these Town regulations, which may be more stringent than State regulations.

**§ 7. Additional local design, construction, and capacity requirements for sewage disposal systems**

**Filter Fabric** - An effective barrier of a minimum of 5 oz./square yard of non-woven, polyester filter fabric shall be placed over the top of the system to prevent infiltration of the backfill unless otherwise recommended by system manufacturer.

**Dry Wells**- Dry wells shall be prohibited for use in new or replacement systems for the disposal of domestic or commercial sanitary waste. Laundry washing machines shall be construed as discharging sanitary waste. Dry wells for rustic dwellings with no indoor plumbing / water supply may be permitted after plan review and inspection by the Town. Dry wells for storm water management are permitted.

**Holding Tanks -**

(a) Holding Tanks shall be prohibited in all cases of new building construction and expanded use including the conversion of a property from seasonal to year-round use.

(b) Holding tanks may be permitted as a replacement system in cases of failure of an original system, but only when no other conventional system can be properly constructed.

The minimum size of a holding tank, when permitted, shall be 2500 gallons.

A suitable audio/visual alarm system shall be installed. The alarm shall warn the residents when the liquid level in the holding tank reaches 80% of the tank's capacity. The alarm control panel shall be located within the living quarters of the home which it serves. The panel shall be unobstructed and remain within full view at all times.

All joints and concrete surfaces shall be properly sealed to maintain a 100% leak proof condition.

When installed, but prior to backfilling, the holding tank shall be filled with water twenty-four (24) hours prior to inspection by the Town Health Officer or his delegated representative. The alarm system shall be inspected at this time.

### **Hydric Soils as defined in Env-Wq 1002.32**

The Springfield Zoning Ordinance, Article 4.12 requires all septic systems to be 100' from designated wetlands regardless of soil types. No approval for septic system design shall be granted if it is less than 75' from Hydric Soils unless a variance has been granted from the Board of Adjustment.

### **Pipe Specifications -**

Pipe used for lines between the septic tank and the absorption field, shall be Standard Dimension Ratio (SDR) 35 or equivalent as approved by the NH DES Subsurface Bureau. Pipes used under driveways or other areas subject to heavy loads shall be installed to withstand the imposed loads and shall be sleeved with 6" Sch 40 and insulated or be cast iron.

Pipe used in the absorption field shall be perforated SDR 35 or equivalent. All joints shall be tight and all ends connected.

### **Septic System Tank Replacement**

The tank of an existing septic system may be replaced, when necessary, when done in compliance with Springfield- Sewage Disposal Systems and Wells Regulations and NH DES Env-Wq 1000 Subdivision & Individual Sewage Disposal Systems.

The property owner or a licensed NH installer and/or designer shall submit a sketch of the property, including the house, septic system tank replacement site and known property lines to the Health Officer **prior to the issuing of a local permit.**

All septic system tanks installed or replaced shall have an outlet filter as recommended by the

system manufacturer.

### **Seasonal Conversions -**

All seasonal conversions to year-round use will be required to have a septic system design approved by the Town of Springfield and the New Hampshire Subsurface Bureau.

### **Port-A-Potties**

The placement of a port-a-potty on a property is considered for temporary-use only during pre-planned outdoor events or during a construction project for use by workers and crew.

A port-a-potty shall not be used as a replacement for a failed septic system.

The port-a-potty shall be placed at least 50 feet from any body of water. If this setback distance cannot be met, a waiver may be requested from the Town Health Officer.

The port-a-potty must maintain a supply of toilet tissue, hand sanitizer and paper towels and be serviced by a reputable professional so as to prevent odors or spillage.

A fence or landscape screen may be required by the Town, if complaints from the public are on file with the Selectboard.

### **Site Assessments**

A septic system site assessment shall be required prior to the sale of all properties within 200' of the following bodies of water in Springfield: ***Baptist Pond, Dutchman Pond aka Chalk Pond, Kolelemook Lake, Little Stocker Pond, Sanborn Pond, Morgan Pond, Palazzi Pond, Bog Brook Dam***

The septic system site assessment shall meet the requirements of NHRSA 485- A:39 and Env-Wq 1025. Pursuant to **RSA 485-A:39**, prior to the execution of a purchase and sale agreement for any developed waterfront property the owner shall have a site assessment study performed, which shall include an on-site inspection. The assessment shall be documented by completion of a "Site Assessment Form" by a permitted designer.

A copy of the site assessment shall be submitted to the Town of Springfield,  
Attn: Town Health Officer, prior to the sale of all such properties.

### **§8. Construction requirements for Wells.**

All Wells to be used as a water source shall be designed, constructed, and satisfy or exceed all requirements set forth in pertinent State of New Hampshire, Department of Environmental Services, Water Resource Management Bureau Regulations as amended.

New Hampshire Water Resource Management Bureau Regulations include but are not limited to:

(a) New Hampshire Water Well Board Chapters We 100-We 900

- (b) Well Siting Criteria Env-Wd 300
- (c) Well Siting Criteria Env-We 600
- (d) Any other applicable state and/or local requirements

## **§9. Compliance; Permits; Fees; Inspections**

No well or sewage disposal system shall be installed or altered, in the Town of Springfield unless it is in conformity with these local regulations as well as the pertinent regulations of the State of New Hampshire, as may exist, be established or amended.

A permit for the installation and/or alterations of all wells and sewage disposal systems must be obtained from the Town *prior* to the commencement of any work on a system.

### *Fees - Septic Systems and Wells*

The applicable fee as established by the Board of Selectmen made payable to the Town of Springfield shall accompany every application for a permit for the installation and/or alteration of a Sewage Disposal System and/or Well.

### *Plans – Septic Systems*

The applicant must also submit five sets of plans for the requested system permit (four for NHDES Subsurface Bureau and one for the Town of Springfield). Plans must be submitted for Town of Springfield's review prior to submission to NHDES Subsurface Bureau.

### *Waivers – Septic Systems*

All local waivers, if necessary, must be obtained prior to submitting the plans to the NHDES Subsurface Bureau for approval.

### *Inspections – Septic Systems*

The Town will require inspections during the course of work at the following intervals:

- (a) Construction design
- (b) Amended/revised design (if applicable)
- (c) Operational design (as-built)

The proposed sewage disposal system and / or Well location must be staked out before submittal of application to the Town.

The operational design (as-built) must be submitted to the Health Officer before covering the ISDS. The Health Officer will inspect the ISDS to verify the system is in the approved location and the design was installed according to the as-built plan. Once the operational design receives local approval, the designer sends plan copies and approval by the Health Officer to NHDES. NHDES administrative rule Env-Wq 1004.08 (a) requires that “the plan approved by NHDES shall be the final plan.

Wells – Permit required.

A permit must be obtained before any drinking well is installed, and must be accompanied by a scaled diagram of the location. Diagram must show existing or proposed subsurface disposal system on that and all adjacent lots. The applicable fee as established by the Board of Selectmen shall accompany the application. The plan shall be submitted with the site address, map and lot number.

### *Testing*

For all new drinking well construction, prior to home occupancy, and in all well replacements, a State of NH certified testing lab, certified by the State of New Hampshire shall do a well water analysis with the following parameters:

1. Bacteria (total coliform and E. coli)
2. Chloride
3. Sodium
4. Iron
5. Manganese
6. pH
7. Hardness
8. Fluoride
9. Nitrate/Nitrite
10. Lead
11. Arsenic
12. Volatile Organic Compound Screen (VOC)

Note: If the VOC Screen is positive, further testing shall be done to determine the type of contaminant and concentration.

All test results shall be submitted to the Town and shall meet EPA Maximum Contaminant Level (MCL) Standards prior to home occupancy.

## **§10. Designation of Responsibilities.**

*A. Designer*

The Designer of Subsurface Disposal Systems, licensed by the State of New Hampshire shall be responsible for the following:

1. Collection of all necessary technical data relative to any proposed system or alteration.
2. Design and layout of the System(s).
3. Submission of all prints and applications as required by the State and Town. authorities.
4. Obtaining copies of applicable regulations from the Town and the NH Subsurface Bureau and Water Resource Management Bureau and to remain apprised of regulation changes.
5. All plans submitted shall note site address, map and lot number.

*B. Property Owner* shall be responsible for the following:

1. Provide the installer all approved plans and specifications necessary for the compliance of State and local requirements.
2. Not allow the disposal of contaminated system leach field material, in cases of system replacement, by stockpiling above ground or by the subsurface disposal below the high-water table
3. Submission of holding tank design plans (when permitted) with a note, that “State and Local regulations require pumping receipts be mailed to the Local Board of Health quarterly”.

*C. Installer*

The Installer of a Subsurface Disposal System, licensed by the State of New Hampshire, shall be responsible for:

1. Obtaining the necessary installation permit.
2. Construct the System or alteration of any existing System in accordance with all regulations and laws; and
3. Notification to the Town (Springfield Health Officer/Board of Health) and New Hampshire DES Subsurface Bureau; for all inspections *before backfilling*.

*D. The Town* shall:

1. Maintain files of all approvals issued by the NH Subsurface Bureau and the Water Resource Management Bureau.
2. Issue permits in accordance with local regulations.

3. Perform any inspections as may deemed necessary.
4. Return, within 10 working days, a copy of the application receipt.
5. Perform any other duties relative to individual waste disposal systems as specified by the Board of Selectmen.

#### **§11. Licenses Required.**

All designers and installers must maintain a current State of New Hampshire license.

#### **§12. Violations, Fines and Penalties.**

The Town Health Officer shall have any and all applicable authority under RSA Chapters 128, 147, and 485-A to investigate, enforce and remediate violations of any provision of these regulations.

A penalty not to exceed the amount permitted by statute shall be imposed on the applicant for failure to comply with these regulations. Each day of continuing failure to comply after written notice of the violations) shall constitute a new offense.

Pursuant to RSA 147:1, III, any person violating any provision of these regulations shall be guilty of a violation and subject to a fine of up to \$1,000 and a conditional or unconditional discharge pursuant to RSA 651:2, as the same may be amended from time to time.

In addition to any other remedies permitted or authorized by law, the Town may seek injunctive relief pursuant to RSA 485-A:44, II for relief against existing or impending violations of that chapter of State law.

#### **§13. Waiver.**

Request for waivers from the provisions of these regulations must be sought and approved by a two-thirds vote of the Board of Selectmen acting in their capacity as the Board of Health. In no case shall a waiver be granted that would create a health hazard.

*Sewage Disposal Systems & Wells. The fee schedule and code modifications were adopted under the authority granted by NH RSA Chapter 147:1 Local Regulations.*

**The following fees are adopted by the Town of Springfield:**

Individual Septic Disposal System Permit (new and replacement)	\$100
Revised or amended ISDS plan review and inspection	\$60
ISDS operational design (as-built) review and inspection	\$60
Private Well Permit	\$60

Adopted by the Board of Selectman on June 26, 2023