

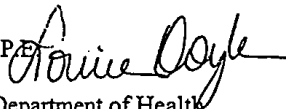
Andrew J. Spano
County Executive

Department of Health
Joshua Lipsman, M.D., M.P.H.
Commissioner

August 23, 2000

TO: To all Building Departments

FROM: Louise Carosi Doyle, P.E.
Associate Engineer
Westchester County Department of Health
Bureau of Environmental Health



RE: Westchester County Department of Health Procedures For Residential
Additions/Renovations

The purpose of this Memo is to clarify Westchester County Health Department procedure for approval of residential additions and renovations for houses served by septic systems. Please include a copy of this memo in your building permit application packages. The final decision on whether an addition or renovation requires Westchester County Department of Health (WCDH) approval should be made by the building inspector, but the following guidelines should help.

The renovation or addition of a living room, kitchen, dining room, family room, sun room, powder room, etc does not normally require WCDH approval. The only exception to this is if the new foundation requires relocation of the septic system or if substantial loss of septic expansion area occurs. Depending upon the extent of the septic system relocation, a permit may be required by WCDH.

A complete tear down and rebuild of an existing residence will require a permit for a new septic system to be installed, even if the same number of bedrooms will be kept. The Department will defer to the building inspector as to what constitutes a complete tear down.

Adding bedrooms to a house requires a new permit for the expansion or complete replacement of the SSTs. The Department will determine the need for complete replacement of the SSTs based upon the age and condition of the existing septic system.

Relocating existing bedrooms to keep the total number of bedrooms in the house the same will be grandfathered if the original septic system was approved by the WCDH for the number of bedrooms requested. In this case the WCDH will sign floor plans for the renovation and no addition to the septic system is required. If there are no records available or the house predates our records, then the procedure is the same as that for adding bedrooms to the house.

The Department does not object to reducing the number of bedrooms in a house since septic sizing is determined by the number of bedrooms and not by bathrooms. However, be advised that the definition of a bedroom for WCDH purposes is "Privacy and reasonable access to a full bath." Therefore rooms such as dens, offices, libraries, exercise rooms, studies, bonus/unfinished rooms, etc. may be considered as bedrooms, and each will be reviewed on a case by case basis by the Department.

Houses destroyed by fire will be permitted to be rebuilt in kind if they meet building department criteria for grandfathering. Houses which will not be rebuilt in kind or do not meet building department criteria for grandfathering will require a permit for a new septic system.

Any addition not covered in the general outline above will be handled on a case by case basis.

LCD/MP:plt

Pc: Michael J. Sakala, P.E.
Edward J. Delaney, Jr.
Marian Pompa, Jr., PE
Antonella Caruso