



**Town of Athol  
BOARD OF HEALTH**

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**BUILDING A HOUSE?  
BOARD OF HEALTH  
REQUIREMENTS:**

Planning on building a house in Athol? The following is a series of steps you need to take in order to get the Board of Health (BOH) to sign off on your building permit application.

**PERC TEST:** Before buying a piece of land that does not have access to town sewer, you should have a percolation test and soil evaluation done.

- 1:) Contact a professional engineer (PE) or a registered sanitarian (RS) to arrange for the perc test (see enclosed list for PE & RS in area). The engineer will schedule the BOH representative for the perc test.
- 2:) Arrange for an excavator, once the date has been booked. Some engineers will make this arrangement if necessary.
- 3:) Have a check for **\$150.00** made out to the ***Town of Athol*** ready on the day of the perc to be given to the BOH representative. If the perc test takes longer than 4 hours there will be an additional charge of \$50 per hour.
- 4:) Once the perc test has been completed, the engineer will forward a copy of the soil evaluation report to you and the BOH. This report is called the "Soil Suitability Assessment for On-Site Sewage Disposal". Don't lose this document. You need this document in order to have septic plans designed. If you sell the property before building, this document is important to the new buyer and adds value to the land.

**WELL PERMIT:** If your property does not have access to town water, you need to drill a well. Before you drill, you need to obtain a well permit from the BOH.

- 1:) Obtain a well permit application packet from the BOH office. Fill out the first page, front and back and return completed form with abutter notifications and check for **\$100.00** made out to the ***Town of Athol*** to the BOH office.
- 2:) If your septic plans are not completed, please include a plot plan from your engineer which shows all setback distances required for the installation of the well.
- 3:) Once the well is installed please forward a copy of the pump test report to the BOH office. Once the water is tested, bring a copy of the well test results to the BOH office.

**SEPTIC SYSTEM INSTALLATION PERMIT:** If your property does not have access to town sewer, you need to install a septic system. Before the system is installed you need to obtain a **Disposal System Construction Permit (DSCP)**.

- 1:) Your engineer will provide you with copies of your septic system installation plan and an application for DSCP. Bring two (2) copies of the plans and the application for DSCP and a check for **\$200.00** made out to the **Town of Athol** to the BOH office. Make sure to sign and date the application where it says, "*The undersigned agrees to install...*".
- 2:) Make sure you include the installer name, address, phone number etc. and the owner and property information is correct. When possible include map and lot number from the assessor map.

Once the well test results have been received and your septic system plan has been approved, one of the health agents can sign off on your building permit application.

If you are planning to build a house, one of the first departments you should contact is the building department, 978-249-3834. This office will be able to help you with zoning issues, and building regulations. The building permit application also is a sign off sheet for the other departments that you will have to contact.

Good luck with your project, and if at anytime you have questions concerning this process, please call the BOH office.