

Building additions, conversions, and changes in use to existing structures requiring a B100a application include, but are not limited to:

- All projects, including anchoring kits, that require the pouring of a concrete slab or permanent footing
- Attached and detached garages
- Barns
- Covered entryways
- Gazebos
- Open decks
- Outdoor wood burning furnaces
- Screened and enclosed 3 -season porches/sunrooms
- Tool and lawn equipment storage sheds
- Swimming pools

**Call NDDH at 860-774-7350  
before you build!**

Building projects can go wrong...



NDDH helps you do it right.

*Please note, you are responsible for obtaining all proper permits and approvals prior to building. Check with health, building, zoning, wetlands, and other officials for assistance.*

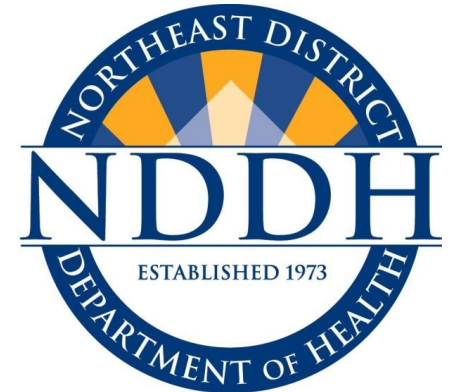
**It's always good to have a plan B!**

Get a B100a application before you begin a building project!



Serving the towns of:  
Brooklyn • Canterbury • Eastford  
Hampton • Killingly • Plainfield  
Pomfret • Putnam • Sterling  
Thompson • Union • Woodstock

## Building Projects?



**Save yourself time and unnecessary expense... contact NDDH prior to the start of any building project, large or small!**

***Information about the B100a Application process***

Northeast District Department of Health  
(NDDH)

860-774-7350

860-774-1308 (FAX)

69 South Main Street, Unit 4

Brooklyn, CT 06234

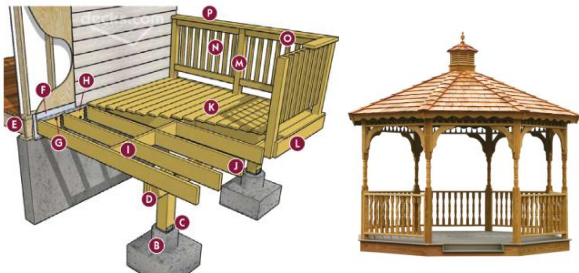
[www.nddh.org](http://www.nddh.org)

Open Monday – Friday, 7:00am – 4:00pm

The B100a application and proper approval are required for most building conversions, changes in use to existing structures, and building additions.

The B100a allows us to review your plans to assure that you:

- Do not build any structures on top of an existing septic system;
- Conform to the required separating distances;
- Maintain your property according to the Connecticut Public Health Code.



This information is intended as a general guide. Specific requirements are detailed in Section 19-13-B100a of the Connecticut Public Health Code.



In addition to completing a B100a application, the following documentation is also required:

- ✓ A **deed and the previous owner's names** if your home was built before 1992. This information can be obtained from your Town Clerk;
- ✓ A **plot plan drawn to scale** which shows the location of the house, well, sewer line, septic tank, leach field and closest property lines. Be sure to indicate distances between each item;
- ✓ A **written description** of the proposed addition, accessory structure or pool;
- ✓ If proposing an addition to an existing structure, a **sketch of the existing floor plan** and a **sketch of the proposed floor plan change** with all rooms clearly labeled are also required.

**Any construction proposed on your property should begin with a call to NDDH!  
860-774-7350**



#### Exemptions

You are **not** required to file a B100a application for:

- Accessory buildings or small sheds **less than 200 square feet** which will sit directly on pressure treated plywood or concrete blocks and **do not** require the pouring of:
  - a concrete slab;
  - frost protected footings;
  - concrete forms (Sonotubes, etc.);
  - any other foundation that would disturb the soil.
- Anchoring kits which are used for temporary structures like removable carports. Anchors should not penetrate the septic system. Please note, anchoring kits that require the pouring of a concrete slab or permanent footing **do** require a B100a application.