

# Northeast District Department of Health

69 South Main Street, Unit 4, Brooklyn, CT 06234  
Phone: (860) 774-7350 / Fax (860) 774-1308 / [www.nddh.org](http://www.nddh.org)

## An Important Notice Regarding Your Permit

**Permit FEE**  
**\$ 145.00**

To: Campground Owners  
From: The Northeast District Department of Health  
Date: March 10, 2023  
Subject: 2023 Campground Permit Renewal

The Campground permit issued to your establishment by the Northeast District Department of Health (NDDH) has expired and must be updated on a yearly basis.

Please return the following to this office by Monday, April 17, 2023:

- A completed **Campground Application**. You may access the application forms and can make payment online at [www.nddh.org/formspermits](http://www.nddh.org/formspermits). If you do not have computer access, you may complete the form at our office.
- **Pay the application fee.**
- If the establishment has public water, a copy of the most recent water bill
- If the establishment has a private well, a copy of a current water analysis report. Note that the water sample must have been retrieved by a CT Certified laboratory.
- An up-to-date map with the layout of the campground including the location of:
  - 1) All sites numbered and coded to depict whether the site is supplied with water hookups, black water disposal on the site, gray water disposal on the site, or whether it is a remote site without water or sewage facilities on the site
  - 2) The location and size of any septic tanks or leaching areas, and any black water or gray water dump stations
  - 3) All sanitary facilities, including rest rooms, showers, outhouses, etc.
  - 4) Pool, pond, or any other swimming areas
  - 5) All wells/well pump houses
  - 6) Any other outbuildings, i.e., food stores, snack bars/concession stands, game rooms, laundries, etc.
- Copies of any brochures given to registrants
- Camper registration form

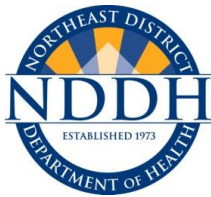
We are eager to assist you in complying with the State of Connecticut public health regulations. Upon receipt of all completed documentation, a permit will be issued for your establishment. **Please be sure to provide us with a valid e-mail address, as we will be sending permits electronically.**

All completed documentation must be received by Monday, April 17, 2023. All documents are due before your opening date if you plan on opening your establishment before April 17, 2023. The establishment will be charged a late fee of \$90 if documentation is received after April 17, 2023. In addition, a penalty fee of \$12 per NDDH business day with a maximum of \$120 shall be assessed for each day late from May 1<sup>st</sup> through May 12<sup>th</sup> inclusive.

Annual inspections will be conducted throughout the year. Please be aware a re-inspection fee of \$120 will be charged for a failed inspection.

If you have any questions, please feel free to contact us. We look forward to working with you.

Sincerely,  
Melissa Nichols, Finance Manager



## **Subsurface Soil Fees**

Board Approved  
04/14/2022

### **Soil Testing**

New Construction/Repair	\$220.00
Additional Soil Testing	\$110.00 per hr

### **Plan Reviews**

Residential-New	\$165.00
Residential-Repair	\$135.00
Commercial (New/Repair)	\$230.00
Subdivision	\$150.00 per lot

### **Additional Reviews**

2 <sup>nd</sup> Review	\$115.00
Additional Reviews	\$135.00 each

### **Septic Permits**

Residential (New/Repair)	\$320.00
Commercial (New/Repair)	\$500.00
Tank Replacement/Sewer Line	\$130.00
Water Treatment	\$180.00

### **Other Subsurface Soil Service Fees**

Well Permits	\$160.00
B100a-Change in Use-SIMPLE	\$ 65.00
B100a-Change in Use-COMPLEX	\$ 95.00
B51d	\$ 65.00 per lot
Site Not Ready for Testing	\$150.00
Finals- 3 <sup>rd</sup> & Subsequent Inspections	\$180.00
Standpipe monitoring	\$110.00 per visit

## **Permit, Registration and Inspection Fees**

Bed & Breakfast	\$ 50.00
Hotel/Motel	\$125.00
Day Care	\$130.00
Group Home	\$140.00
Cosmetology/Barbershop	\$140.00
Independent Contractor	\$110.00
Nail Salon Permit (4 chairs or less)	\$145.00
(5 chairs or more)	\$165.00
Campground	\$145.00
Pool	\$145.00
Lead	\$195.00 per case

## **Miscellaneous Services Fees**

Consultation	\$ 90.00 per hr
Re-Inspection Fee	\$120.00
Late Fee	\$ 90.00
Penalty Fee	\$ 12.00/NDDH bus. day/max. \$120
Rabies Specimen Transport	\$165.00 (rate subject to change)
Photocopies	\$ 0.50
Technical Standard Booklet	\$ 15.00

A \$40.00 non-refundable processing fee will be charged for all requested refunds and returned checks in addition to applicable bank charges.



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Brooklyn, CT 06234

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

[email@nddh.org](mailto:email@nddh.org)

*Sanitarian Approved*

*Initial:* \_\_\_\_\_

*Date:* \_\_\_\_\_

*Emailed:* \_\_\_\_\_

## CAMPGROUND APPLICATION

Name of Establishment: \_\_\_\_\_

Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ Billing Email Address: \_\_\_\_\_

Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Name of Manager: \_\_\_\_\_

Type of Campground: Natural \_\_\_\_\_ Family \_\_\_\_\_

Season Start Date: \_\_\_\_\_ Season End Date: \_\_\_\_\_

Water Supply: Private \_\_\_\_\_ Public \_\_\_\_\_ Sewage Disposal: Septic System \_\_\_\_\_ Public \_\_\_\_\_

If private, what is the date of last analysis? \_\_\_\_\_

If septic, what is the date last pumped? \_\_\_\_\_

Total Number of Camp Sites: \_\_\_\_\_

\_\_\_\_\_ # of Restricted camp sites

\_\_\_\_\_ # of Water hook-ups

\_\_\_\_\_ # of Water/sewer hook-ups

\_\_\_\_\_ # of Remote sites

Is food service provided? Yes \_\_\_\_\_ No \_\_\_\_\_

Are bathing facilities available? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, what type(s): Swimming Pool \_\_\_\_\_ Natural (Pond, Lake, Other) \_\_\_\_\_

If there is a swimming pool, list information about the filters, automatic chlorinators, etc.: \_\_\_\_\_

Please complete reverse side of application

**Sanitary Facilities:**

Number of Flush Toilets: Male \_\_\_\_\_ Female \_\_\_\_\_  
Number of Showers: Male \_\_\_\_\_ Female \_\_\_\_\_  
Number of Sinks: Male \_\_\_\_\_ Female \_\_\_\_\_  
Number of Privies: Male \_\_\_\_\_ Female \_\_\_\_\_

**Sink Waste:**

Number of Individual Leaching Pits/Galleries: \_\_\_\_\_  
Number of Sites Covered: \_\_\_\_\_

**Sewage Waste:**

Number of Holding Tank Dumping Station(s): \_\_\_\_\_  
Method of Pumping or Emptying Holding Tanks: \_\_\_\_\_

List any changes made in the past year?

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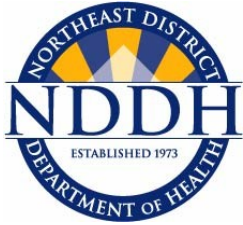
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Print Name: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*NDDH Use Only*

Date: \_\_\_\_\_ Fee: \_\_\_\_\_ Check # \_\_\_\_\_ CC E-Check Cash Receipt # \_\_\_\_\_  
Date: \_\_\_\_\_ Fee: \_\_\_\_\_ Check # \_\_\_\_\_ CC E-Check Cash Receipt # \_\_\_\_\_



# Northeast District Department of Health

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860-774-7350 / Fax 860-774-1308 [www.nddh.org](http://www.nddh.org)

## \*\*\*EMERGENCY CONTACT INFORMATION\*\*\*

*Water Interruption • Power Outage • Fire • Flood • Contamination • Natural and Man-made Disasters*

There are a number of emergencies that can interrupt your establishment. To protect the public, the Northeast District Department of Health (NDDH) must be able to quickly contact decision-makers for your business/organization to provide appropriate guidance. Check our website for regular updates that impact your establishment at <http://www.nddh.org/services/food/>.

NDDH will conduct periodic tests of our Emergency Notification Systems. You may receive messages by phone, text, fax, or email. Please complete the information below, being sure to fill all fields accurately:

**Today's Date:** \_\_\_\_\_

**Business/Org Name:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Emergency Contact Name and Title:** \_\_\_\_\_

**24/7 Contact #:** \_\_\_\_\_ **Cell Number:** \_\_\_\_\_

**Work Phone:** \_\_\_\_\_ **Fax Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Alternate Emergency Contact Name and Title:** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_ **Fax Number:** \_\_\_\_\_

**Work Phone:** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Is water for your business establishment/organization supplied by:**

\_\_\_\_ Well

\_\_\_\_ Community Water System

*Businesses with multiple locations: Please complete a separate form for each location.*

**NDDH USE ONLY:**

Updated - EHS Database: \_\_\_\_\_ Excel Data Sheet: \_\_\_\_\_ Initials: \_\_\_\_\_

REVISED 12/16/21