



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

An Important Notice Regarding Your Permit

To: Campground Owners
From: The Northeast District Department of Health
Date: March 15, 2024
Subject: 2024 Campground Permit Renewal

Permit FEE
\$ 165.00

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 15, 2024:

- A completed **Campground Application**. You may access the application forms and can make payment online at 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

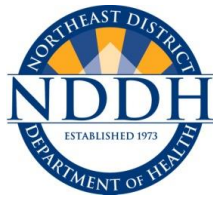
We are eager to assist you in complying with the State of Connecticut public health regulations. Upon receipt of all completed documentation, a permit will be issued for your establishment. **Please be sure to provide us with a valid e-mail address, as we will be sending permits electronically.**

All completed documentation and fees must be received or postmarked by Monday, April 15, 2024, or your application will be considered late. The cost of a late fee is \$90 and will be added to your permit fee. In addition, a penalty fee of \$12 per NDDH business day with a maximum of \$120 shall be assessed for each day late from April 29th through May 10th inclusive. Please make sure that NDDH receives your application and permit fee prior to opening.

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
04/13/2023

Soil Testing

New Construction/Repair	\$240.00
Additional Soil Testing	\$125.00 per hr

Plan Reviews

Residential-New	\$170.00
Residential-Repair	\$140.00
Commercial (New/Repair)	\$250.00
Subdivision	\$155.00 per lot

Additional Reviews

2 nd Review	\$120.00
Additional Reviews	\$140.00 each

Septic Permits

Residential (New/Repair)	\$340.00
Commercial (New/Repair)	\$550.00
Tank Replacement/Sewer Line	\$140.00
Water Treatment	\$205.00
Simple Ownership Transfer Fee-Permit to Construct	\$ 80.00

Other Subsurface Soil Service Fees

Well Permits	\$185.00
B100a-Change in Use-SIMPLE	\$ 75.00
B100a-Change in Use-COMPLEX	\$ 110.00
B51d	\$ 75.00 per lot
Site Not Ready for Testing	\$160.00
Finals- 3 rd & Subsequent Inspections	\$205.00
Standpipe monitoring	\$125.00 per visit

Permit, Registration and Inspection Fees

Bed & Breakfast	\$ 50.00
Hotel/Motel	\$140.00
Day Care	\$150.00
Group Home	\$150.00
Cosmetology/Barbershop	\$140.00
Independent Contractor	\$125.00
Simple Location Transfer Fee-Independent Contractor	\$ 40.00
Nail Salon Permit (4 chairs or less)	\$145.00
(5 chairs or more)	\$165.00
Campground	\$165.00
Pool	\$155.00
Lead	\$225.00 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
Tick Submission Fee (postage/mailed only)	\$ 8.00

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

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?

Print Name: _____
Signature: _____ Date: _____
Signature: _____ Date: _____
Signature: _____ Date: _____

<i>NDDH Use Only</i>						
Date: _____	Fee: _____	Check # _____	CC	E-Check	Cash	Receipt # _____
Date: _____	Fee: _____	Check # _____	CC	E-Check	Cash	Receipt # _____



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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