

Department of Health Operating
Permit Number:

Where applicable, NYSDEC SPDES PCI
General Permit Number:

NY _____

Recordkeeping

Date septic tank was:	
Inspected	Pumped Out

For facilities with grease interceptors Date grease interceptor was:	
Inspected	Pumped Out

Is my system permitted?

Some onsite wastewater treatment systems, including septic systems, may need a New York State Pollutant Discharge Elimination System (SPDES) permit. The SPDES Private, Commercial and Institutional (PCI) General Permit (GP-0-15-001) applies to septic systems that are designed to discharge between 1,000 and 10,000 gallons per day (gpd) of treated sanitary sewage (with no industrial wastes) to groundwater.

Septic systems designed for groundwater discharges below 1,000 gpd do not need a PCI General Permit.

For more information

General information about the SPDES permits:
www.dec.ny.gov/permits/6054.html

SPDES Private, Commercial, Institutional General Permit for Sanitary Wastewater Discharges to Groundwater (PCI General Permit):
www.dec.ny.gov/permits/6287.html

Design Standards for Intermediate-Sized Wastewater Treatment Systems:
www.dec.ny.gov/chemical/79072.html

Septic System Operation and Maintenance, Department of Health:
www.health.ny.gov/publications/3208/

Use a NYS-regulated waste transporter:
Email transport@dec.ny.gov or call 518-402-8792

Contact information

New York State Department
of Environmental Conservation

Division of Water
625 Broadway, Albany, NY 12233-3505
518-402-8111
DOWinformation@dec.ny.gov



A Guide to Help Managers of Small Businesses Keep their Wastewater Systems Working Properly

Operation and maintenance for private, commercial and institutional onsite wastewater treatment systems



Save money and protect the environment!

Optimize performance and extend the life of your onsite wastewater treatment system (OWTS) – often a septic system – by properly locating, designing, and constructing the system (see link to Design Standards on back of brochure).

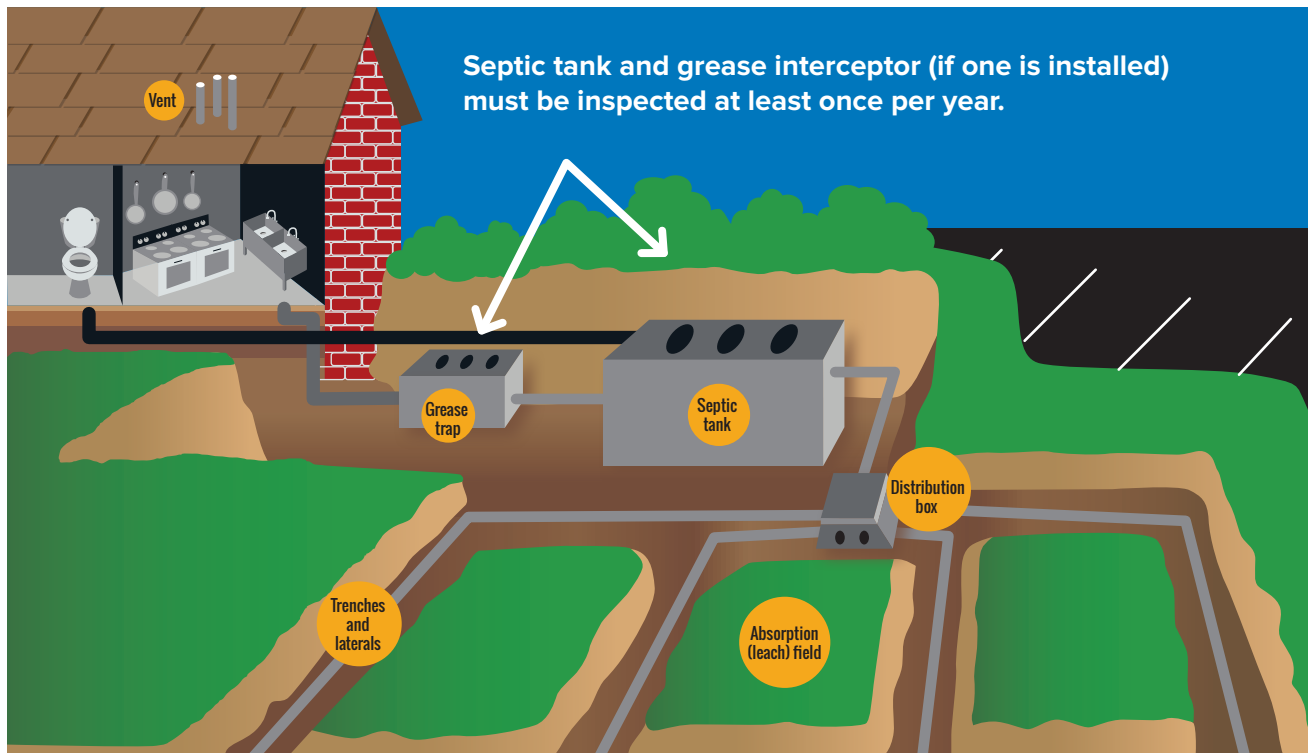
Routine maintenance will help avoid costly repairs, minimize environmental harm, and protect public health by keeping the system in good working condition.

Do Not

- ⊗ Park or drive heavy vehicles or equipment over system components
- ⊗ Build structures or locate heavy objects over system components
- ⊗ Flush or dispose of strong chemicals, such as drain cleaners, paint thinners, antifreeze, or solvents, down toilets or sinks. Normal use of commercially available cleaners should not affect the septic system
- ⊗ Flush materials that do not easily degrade, such as paper towels, medications, coffee grounds, cigarette butts, “flushable” wipes, or personal hygiene products
- ⊗ Use septic tank additives; they are not necessary for a properly sized and maintained system

Do

- ☑ Direct large volumes of backwash from water softeners or other water treatment systems toward a separate leach field, not the septic tank; however, if your OWTS is well maintained and the backwash water discharges are small volume and infrequent, discharging directly to the septic tank may be acceptable
- ☑ Direct drainage from storm runoff away from onsite wastewater treatment/septic systems
- ☑ Plant grass and other shallow-rooted plants over the absorption field, and keep trees and other long-rooted plants away from the area
- ☑ Conserve water: fix leaky fixtures and install water-conserving fixtures
- ☑ Keep records of septic system pump outs, inspections, maintenance and repair. Record the location and components of your septic system along with NYSDEC and health department approvals



Have a regulated waste transporter pump the tank before the scum and/or sludge accumulates to a combined depth of one quarter of the liquid depth. (For list of waste transporters, see for more information section on back.)

Typical Septic Tank

