



Frederick County Health Department

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This is a guideline to obtain a grant that could pay for a sewage pretreatment device to replace a conventional septic tank. The device must conform to the standards required by the Maryland Department of the Environment for the Bay Restoration Fund. A list of approved manufacturers is enclosed.

The Frederick County Health Department is in partnership with the Canaan Valley Institute (a third party consultant) for this program.

The procedure is as follows:

1. Complete the form entitled "Bay Restoration Fund – Onsite Sewage Disposal Systems (OSDS) Pre-application for Financial Assistance". Forward the completed document to: Program Manager, Well & Septic Branch, Frederick County Health Department, 350 Montevue Lane, Frederick, MD 21702.
2. Obtain a septic repair permit (\$25.00 fee) from the Frederick County Health Department.
3. Complete the form titled "Agreement and Easement for Installation of Best Available Technology Systems with Bay Restoration Funds". A separate set of instructions is enclosed for this form.
4. Contact David Gatrell at 301-600-3157 to arrange a site visit. A third party consultant from the Canaan Valley Institute will also attend the site visit.
5. If the sewage leaching device (septic trenches, seepage pits, infiltration beds, etc.) has failed, a percolation test and soil evaluation must be conducted. The Bay Restoration Fund will not pay for the sewage-leaching device and the backhoe services required to perform the percolation tests.
6. Once the site visit is conducted a representative of the Canaan Valley Institute will recommend one to three of the ten approved sewage pretreatment devices to be used.
7. The Canaan Valley Institute will mail the recommendations for the pretreatment device to the owner or the owner's agent. If the sewage-leaching device is to be replaced, the Frederick County Health Department will advise the owner on the proper method of repair.
8. The owner now obtains at least three (3) bids from a licensed septic installer to install the sewage pretreatment device. Those bids should be obtained in writing and forwarded to the Frederick County Health Department.
9. The "Agreement and Easement" is to be recorded with the Clerk of Circuit Court for Frederick County.
10. Payment for the sewage pretreatment device, labor associated with the device and materials associated with the device will be made through Canaan Valley Institute directly to the manufacturer and installer.

