

How to apply for an In House Variance Request

At the direction of the Harwich Board of Health, the Health Department is able to review requests for In House Variances for voluntary upgrades of septic systems with no increase in flow, or replacement of failed septic systems with no increase in flow.

2 packets of the following are required to be submitted to the Health Department.

- ☐ Application for In House Variance Request
- ☐ Letter to Health Director
- ☐ Letter to abutters
- ☐ Copy of certified abutter list
- ☐ Existing variance letter (if applicable)
- ☐ Floor plans (all floors/existing & proposed)
- ☐ Site plan
- ☐ Filing Fee \$125.00

As soon as a completed application has been received by the Health Department, it will be processed for review and put on hold for ten (10) business days to allow for abutter review. If revisions to the application and/or plans are required, Health Department staff will contact the engineer and/or applicant.

As soon as the request for variance has been reviewed, a letter will be drafted and mailed directly to the property owner of record. The engineer and/or applicant will receive a copy.