**ORDINANCE BH-2023-01**

**AN ORDINANCE OF THE BOARD OF HEALTH OF THE TOWNSHIP OF CHATHAM SETTING THE FEES FOR THE ISSUANCE OF CERTIFIED COPIES OF VITAL STATISTIC RECORDS**

**WHEREAS** Boards of Health are required under the provisions of N.J.S.A. 26:8-1 et seq., to provide for the registration of vital statistic records and to issue certified copies of such records, upon request;

**BE IT ORDAINED**, by the Board of Health of the Township of Chatham in the County of Morris and State of New Jersey that Section BH9-1 is amended as follows:

## CHAPTER 1. FEES FOR THE ISSUANCE OF CERTIFIED COPIES OF VITAL STATISTIC RECORDS

1. The fees for the issuance of certified copies of vital statistics records, including but not limited to death records, marriage records, birth records, certificates of domestic partnership, and civil union certificates, shall be $10.00 (ten) dollars for each copy.

2. Once a vital record is amended, the correction form becomes part of the original record. Any time a copy of the vital record is issued, a copy of the correction form must also be issued. Accordingly, no additional fee shall be charged for a copy of a vital statistic correction form when a copy of the vital record is issued.

3. This Ordinance shall take effect after final publication in accordance with the laws of the State of New Jersey.

Introduced:
Adopted:

BOARD OF HEALTH OF THE TOWNSHIP OF CHATHAM, IN THE COUNTY OF MORRIS

Attest:

By:_____
Katherine Fowler, President

_____
Gregory J. LaConte, Secretary

**ORDINANCE BH-2023-2**

**AN ORDINANCE TO AMEND SECTION BH 2-2 REGARDING THE CONSTRUCTION, ALTERATION, USE AND MAINTENANCE OF INDIVIDUAL SUBSURFACE SEWAGE DISPOSAL SYSTEMS IN THE TOWNSHIP OF CHATHAM**

**WHEREAS**, a substantial number of dwellings in the Township of Chatham are served by individual subsurface sewage disposal systems; and

**WHEREAS**, the current Township Code requires Board of Health approval for the issuance of a permit to construct or alter an individual subsurface sewage disposal systems; and

**WHEREAS**, N.J.A.C. 7:9A-3.5 authorizes the administrative authority to designate an authorized agent to issue permits to construct or alter an individual subsurface sewage disposal system; and

**WHEREAS**, it is common practice for applications to construct or alter an individual subsurface sewage disposal systems to be approved by a registered environmental health specialist; and

**WHEREAS**, the Board of Health also retains a professional engineer for review of applications to construct or alter an individual subsurface sewage disposal systems**;** and

**WHEREAS,** requiring Board approval for applications has often created an undue delay for applicants based on meeting schedules.

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Health of the Township of Chatham, in the County of Morris, New Jersey, as follows:

1. Section BH 2-2.2 Certain Application to Be Acted on at Meetings of the Township Board of Health.is hereby amended to read in its entirety as follows:

   **BH 2-2.2. Approval of Applications**

   a. Prior to approval of an application for a permit to construct or alter an individual subsurface sewage disposal system, the application shall be reviewed by the Board Engineer for conformity with State and Local regulations.

   b. Upon completion of the review of the application to the satisfaction of the Board Engineer, the application will be forwarded to the Registered Environmental Health Specialist and Health Officer for final review and approval.

   c. Upon approval of the application by the Registered Environmental Health Specialist and Health Officer, the permit will be issued by the Board of Health Secretary.

   d. If the application requires a variance from the Township's regulations pertaining to individual subsurface sewage disposal systems, final approval will be subject to Board of Health review and approval.

   An application for a permit to repair an individual subsurface sewage disposal system by fixing, refurbishing or replacing one or more components in a manner that will restore and preserve the system without changing the original location, design, construction, size, capacity, type or number of the components of the system shall be reviewed and acted upon by the Township Registered Environmental Health Specialist.

2. Section BH 2-2.3 Application Requirements shall be amended to read in it's entirety as follows:

   **BH 2-2.3 Application Requirements**

   An application for a permit to construct or alter an individual subsurface sewage disposal system shall be submitted on the application form provided by the Board of Health. The

application form shall be fully and accurately completed and shall be accompanied by soil log data, soil test data, design data and calculations, and plans for the new or altered system. The application and all accompanying documents shall be signed and sealed by a licensed professional engineer.

All plans submitted to the Health Department in connection with a proposed individual subsurface sewage disposal system or the alteration of an existing system shall be at a scale not smaller than one-inch equals 50 feet, shall show contours at one-foot or two-foot intervals, and shall meet all of the requirements of N.J.A.C. 7:9A-3.5. A key map showing the location of the lot or lands in relation to other lands shall be included in an upper corner of the plan.

All soil log data, soil test results, design data and calculations and the particular construction specifications shall be placed upon the plans.

Any waste transmission line passing under a driveway or other area to be used by motor vehicles shall be provided with a suitable sleeve.

3. Section BH 2-2.10 Expiration of Permits shall be amended to read in it's entirety as follows:

**Section BH 2-2.10 Expiration of Permits**

Every permit issued for the construction of an individual subsurface sewage disposal system shall expire one year after the date of issuance unless prior to such time construction of the realty improvement with respect to which the permit was issued shall have been commenced.

The Board of Health Secretary may in their discretion renew a permit which has expired under the provisions of this section. Any renewal shall be subject to the provisions of this section. A fee of $5 shall be charged for the renewal of a permit.

4. Section BH 2-2.12 Requirement for Issuance of Certificate of Compliance shall be amended to read in it's entirety as follows:

**Section BH 2-2.12 Requirement for Issuance of Certificate of Compliance**

Prior to the issuance of a certificate of compliance as to an individual subsurface sewage disposal system, the licensed professional engineer who designed the new system, or the alteration of an existing system, and the Township Registered Environmental Health Specialist who inspected the system shall both execute the appropriate form certifying that the system has been constructed and installed or altered in compliance with the State standards, any applicable higher standards of this section, the application approved by the Board of Health and as shown on an as-built engineering plan which shall be filed with the Board of Health Secretary along with the certification.

5. Section BH 2-2.14 Applications for Approval of Preliminary Plans to Serve Proposed Subdvision or Site Plan Realty Improvements with Individual Subsurface Sewage Disposal Systems shall be amended to read in it's entirety as follows:

**Section BH 2-2.14 Applications for Approval of Preliminary Plans to Serve Proposed Subdvision or Site Plan Realty Improvements with Individual Subsurface Sewage Disposal Systems**

In order to satisfy the requirements of State law and the provisions of the Land Use Ordinance of the Township of Chatham, the Board Engineer, Registered Environmental Health Specialist and Health Officer shall review and approve the preliminary plans for the use of any individual subsurface sewage disposal system to serve any lot in any proposed subdivision or any lot shown upon any site plan application, which review and approval shall be completed prior to the grant of subdivision or site plan approval by any other Township body.

Board Engineer, Registered Environmental Health Specialist and Health Officer review for subdivision or site plan application purposes shall be based upon reports of soil suitability and tests for soil permeability. A minimum of one acceptable soil log and one acceptable soil permeability test shall be made on each proposed lot at a location suitable for a disposal field in view of anticipated development of the lot. A drawing meeting the requirements of subsection **BH2-2.3** of this section shall be submitted showing each lot, the proposed realty improvement for each lot and the size, layout and design of an individual subsurface sewage disposal system to serve the proposed realty improvement. A proposed system shall meet the requirements of subsection **BH2-2.7** of this section, and no part of a disposal field system shall be proposed to be located within an existing or proposed easement or in an area having a slope which is 15% or greater, except in cases where the State standards limit the slope to 10%. The drawing shall also show any of the following which are located within 100 feet of the proposed lot: existing streams, ditches and other watercourses, individual subsurface sewage disposal systems and individual water supply systems.

For subdivision review and approval purposes, the preliminary plan for an individual subsurface sewage disposal system to serve a proposed single-family residential lot shall be based upon a dwelling with no less than five bedrooms unless the proposed lot will be deed restricted to a lesser number of bedrooms until such time as the lot may be served by a municipal water pollution control system. No part of the disposal field for a lot to be created by subdivision approval shall be located closer than 25 feet to the property line of an adjacent lot served by, or which may require service by an individual subsurface sewage disposal system.

Prior to the performance of work at any site for purposes of obtaining soil logs or for purposes of soil suitability testing and prior to the scheduling of any observations of tests by the Township Registered Environmental Health Specialist a plan shall be submitted to the Board of Health showing the entire tract subject of the subdivision or site plan application and showing the locations of any of the following which may be present on the tract: any freshwater wetlands and wetland transition areas as established by a Letter of Interpretation issued by the New Jersey Department of Environmental Protection; State open waters; streams; ditches; and other watercourses. The plan shall also show the proposed locations for all soil logs and soil suitability tests, as well as proposed vehicular access to such locations. No activity shall be undertaken in violation of the New Jersey Freshwater Wetlands Protection Act, N.J.S.A. 13:9B-1 and following, or the Freshwater Wetlands Protection Act Rules, N.J.A.C. 7:7A-1.1 and following.

In the event that the Board of Health shall approve the preliminary plans for the use of an individual subsurface sewage disposal system for a proposed subdivision lot or site plan, the Board shall adopt a resolution of approval and shall forward certified copes of the resolution to the Township Board acting on the subdivision or site plan application, to the applicant and to the applicant's engineer.

6. Section BH 2-2.20 Time of Submission of an Application shall be repealed in it’s entirety.

7. This ordinance shall take effect thirty (30) days after adoption and publication of a Notice of Adoption in accordance with New Jersey law.

Introduced:

Adopted:

BOARD OF HEALTH OF THE TOWNSHIP OF CHATHAM, IN THE COUNTY OF MORRIS

By_____
Katherine Fowler, President

Attest:

_____
Gregory J. LaConte, Secretary

**RESOLUTION BH-2023-06**

**RESOLUTION OF THE BOARD OF HEALTH OF THE TOWNSHIP OF CHATHAM, IN THE COUNTY OF MORRIS, NEW JERSEY, IN SUPPORT OF LEGISLATION REINSTATING PUBLIC HEALTH PRIORITY FUNDING**

**WHEREAS**, the Township of Chatham Board of Health provides public health services to the Township of Chatham, and;

**WHEREAS**, the Township of Chatham Board of Health has held and continues to hold a position in support of providing increased sustained funding to local public health, and;

**WHEREAS**, Public Health Priority Funding, although statutorily required, has not been provided to local public health departments since 2011, and;

**WHEREAS**, on May 9, 2022 the Senate referred Bill No. 2413 requiring minimum annual State appropriation of $10 million for Public Health Priority Funding to the Senate Health, Human Services and Senior Citizens Committee for consideration, and;

**WHEREAS**, on June 2, 2022 the Assembly referred Bill No. 4115 to the Assembly Health Committee for consideration, and;

**WHEREAS**, the Trust for America's Health recognizes that public health has been chronically underfunded[1], and;

**WHEREAS**, emergency funding is not sufficient to address system weaknesses created by chronic underfunding, and;

**WHEREAS**, the Robert Wood Johnson Foundation reports that 71% of the public supports increased funding to public health[2], and;

**WHEREAS**, the American Public Health Association states that every 10% increase in funding for public health programs has the potential to reduce deaths due to largely preventable causes by up to 7%[3], and;

**WHEREAS**, it is estimated by America's Health Rankings that there is a savings of $5.60 for every $1 invested in public health[4], and;

**WHEREAS**, the vast majority of local public health departments in New Jersey are funded almost entirely by local funds, and;

**NOW, THEREFORE, BE IT RESOLVED**, that the Township of Chatham Board of Health, County of Morris, State of New Jersey, fully supports the proposed legislation and urges the legislature to pass the bills promptly.

**BE IT FURTHER RESOLVED**, that upon passage by the New Jersey State Legislature that the Township of Chatham Board of Health urges the Governor to sign the bill into law promptly.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to the Office of the Governor of the State of New Jersey, the State Legislators representing the Township of Chatham, the Speaker of the New Jersey General Assembly, the President of the New Jersey State Senate, the Senate Health, Human Services and Senior Citizens Committee, the Assembly Health Committee, and the Commissioner of the New Jersey Department of Health.

Adopted: May 11, 2023

BOARD OF HEALTH OF
THE TOWNSHIP OF CHATHAM

Attest:

By: _____
Katherine Fowler, President

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Gregory J. LaConte, Secretary

[1] The Trust for America's Health Report www.tfah.org/report-details/funding-report-2022/
[2] Robert Wood Johnson Poll www.rwjf.org/en/about-rwjf/newsroom/2021/05/poll-public-supports-substantial-increase-in-spending-on-us-public-health-programs.html
[3] American Public Health Association funding analysis www.apha.org/-/media/files/pdf/topics/aca/apha_prevfundbrief_june2012.ashx
4 America's Health Rankings www.americashealthrankings.org/explore/annual/measure/PH_funding/state/ALL