

**SUGGESTED LETTER FOR PERMIT DENIAL**

(Date)

Certified Mail # \_\_\_\_\_

(Name and Address of Applicant)

Re: Permit Application # \_\_\_\_\_

Dear (Applicant):

Your permit application # \_\_\_\_\_ for a sewage disposal system to be located at \_\_\_\_\_ Township/Borough, \_\_\_\_\_ County, Pennsylvania, is hereby denied, pursuant to the Act of January 24, 1966, P.L. 1535, No. 537, as amended, 35 P.S. Section 750.1 et seq. ("Sewage Facilities Act"), and the rules and regulations promulgated thereunder, Title 25, Pennsylvania Code, Chapters 72 and 73.

Your permit application is denied for the reason or reasons listed below:

(List specific reasons for denial with citation(s) to the appropriate section(s) of the Act or the rules and regulations)

Within 30 days of receipt of this notice, you may request, in writing, a hearing before (local agency). Said request should be sent to (local agency and its address). Hearings and any subsequent appeals related to this permit denial shall be conducted pursuant to 2 Pa. C.S., Chapter 5B, known as the "Local Agency Law."

Please be advised that, unless you possess a valid permit from this office, it is unlawful to install, construct, request construction bids for, or alter a sewage disposal system or to construct, request construction bids for, install, or occupy any building or structure for which a sewage disposal system is to be installed, as required by Section 7 of the Pennsylvania Sewage Facilities Act.

Sincerely yours,

(Name)  
(Title)

cc: Local or Regional Department of Environmental Protection

Appropriate Municipal Officer