



Public Health
Prevent. Promote. Protect.

Karen DeMarco, MPH
Health Officer/Director

Hunterdon County Department of Health



www.co.hunterdon.nj.us/health.html

NEW POLICY PROCEDURES FOR THE HEALTH DEPARTMENT

As you are aware a state of emergency has been issued as a result of COVID-19. The County Health Department continues to provide essential services to residents and businesses however we encourage conducting business by phone, fax, or email when possible.

Below are changes to the flow of specific types of paperwork through our office.

- Final Paperwork packets
 - Final paperwork packets will be mailed to the applicant
 - If resident needs the certificate of completion sooner, we will fax or email the document to them
 - Final paperwork packets to be picked up are in the basket on the table against the wall

- Approved septic designs (new, alterations and repairs)
 - Approved designs will be mailed
 - If the property owner or excavator wants to pick up the approved design, they will be in a basket on a table in the hall with directions to take their approved design and sign the form that will be on the table
 - Approved septic designs to be picked up are in the basket on the table against the wall

- Dropping off septic plans, construction referrals, final paperwork documents
 - Will encourage residents, contractors, engineers to mail in applications
 - If they choose to drop off the applications there will be a table in the hall with a drop off basket, the paperwork will be processed, and a receipt will be mailed. This basket will be checked on a regular basis
 - Please put any plans, permits, or referrals in the basket on the table against the wall

- Archive file requests
 - Archive files will be available for review Monday, Wednesday and Friday between the hours of 10:00 am and 2:00 pm

Physical Address: 314 State Rte 12, County Complex, Bldg. #1, 2nd Floor
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