



# Onondaga County Health Department

J. Ryan McMahon II, County Executive  
Indu Gupta, MD, MPH, Commissioner of Health

John H. Mulroy Civic Center · 421 Montgomery Street, Syracuse, NY 13202



Division of Environmental Health  
Lisa Letteney, Director

Bureau of Public Health Engineering  
Phone (315) 435-6600  
Fax (315) 435-6606

## Onondaga County Health Department (OCHD) Cross Connection Control Plan Submittal

A complete Backflow Prevention (BFP) Installation Design submitted to this office would include the following:

- 1) DOH Form 347 - Application for Approval of Backflow Prevention Devices with Water Supplier signature
- 2) Site Plan showing water line(s) to building and with general location map inset
- 3) Plumbing Floor Plan with dimensions surrounding device
- 4) Vertical Cross-Section with dimensions surrounding device
- 5) Engineering Report Form completed
- 6) Cut sheets (manufacturer's spec sheets) for device and Cut sheets for "hot box", if applicable. (make sure that cut sheets show that device is approved by University of Southern California Foundation for Cross-Connection Control and Hydraulic Research (FCCCHR))

Review of the following information is recommended for designing a BFP device installation:

- NYS DOH 10 NYCRR Section 5-1.31 – Cross Connection Control, Articles (c) and (d)  
<http://www.health.ny.gov/environmental/water/drinking/cross/part5.htm>
- Guidelines for Designing Backflow Prevention Assembly Installations - Supplement to the 1981 Cross-Connection Control Manual, January 1992  
<http://www.health.ny.gov/environmental/water/drinking/cross/cross.htm>
- NYS DOH Form 347 - Application for Approval of Backflow Prevention Devices  
<http://www.health.ny.gov/environmental/water/drinking/cross/doh347.pdf>
- Guidelines for Designing Backflow Assembly Installations  
<http://www.health.ny.gov/environmental/water/drinking/cross/guide.htm>
- Approved Backflow Prevention Devices: Fact Sheet  
[http://www.health.ny.gov/environmental/water/drinking/cross/approved\\_backflow\\_prevention\\_devices\\_fact\\_sheet.htm](http://www.health.ny.gov/environmental/water/drinking/cross/approved_backflow_prevention_devices_fact_sheet.htm)
- Technical Reference - PWS 12 - CCC Policy for Single Family and Dual Family Residential Customers  
<http://www.health.ny.gov/environmental/water/drinking/cross/pws12.htm>

### Steps for Approving an Installation

- 1) Consumer required to install a backflow prevention device hires a New York State Licensed Engineer or Architect.
- 2) The engineer/architect designs an installation.
- 3) The engineer/architect contacts the Onondaga County Plumbing Control Section for a cursory review of BFP device drainage (as well as to submit plumbing plans and to apply for appropriate permits). Receives drainage approval letter.
- 4) The engineer/architect owner contacts Local Codes Officer for instructions on codes requirements on the local level.
- 5) The engineer/architect contacts water supplier. Sends one copy of preliminary plans (via email or per water supplier instructions) to the water supplier.
- 6) The water supplier reviews the design; requests needed corrections, and then will request the submission of 4 sets of final plans/application documents. The water supplier will sign, then forward the plans to the local health department.

#### Steps for Approving an Installation (Continued)

- 7) The OCHD reviews the plans and approves the design. Sends one copy to consumer, one copy to the water supplier, and one copy to Plumbing Control. OCHD retains a file copy.
- 8) A contractor (plumber) is hired to install the device per the approved design.
- 9) Plumbing Control inspects and approves installation, then releases Occupancy Permit.
- 10) A New York State certified tester tests the device.
- 11) The design engineer verifies that the device was installed as per the approved plans. This is recorded on the tester's form.
- 12) Device must be tested annually.