

# SEPTIC SYSTEM APPLICATION CHECKLIST

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED. PLEASE READ THE CHECKLIST THOROUGHLY BEFORE SUBMITTING YOUR APPLICATION**

## **FOR SUBMITTAL**

- PERMIT FEE OF \$475.<sup>00</sup> PLUS A \$40.<sup>00</sup> UDEQ SEPTIC TANK FEE FOR A TOTAL OF \$515.<sup>00</sup>  
IF CONSTRUCTION BEGAN BEFORE OBTAINING A PERMIT, THE FEE IS \$615.<sup>00</sup>  
*THE PERMIT FEE IS NOT REFUNDABLE*
- A **COMPLETED** APPLICATION AND THE FOLLOWING DOCUMENTATION:
  - THREE COPIES OF THE PLOT PLAN WITH THE SYSTEM DESIGN AND TRENCH DETAIL. *PLANS MUST BE NEAT AND EASY TO READ*
  - ALL SOILS ANALYSIS DOCUMENTATION
  - OUTLINE AND FLOOR PLAN OF ALL PLUMBED BUILDINGS
  - PROOF OF WATER SERVICE OR PRIVATE WATER RIGHT WITH PROTECTION ZONE
  - ANY SPECIALTY DOCUMENTATION REQUIRED BY THE LOCAL MUNICIPALITY

## **FOR SYSTEM DESIGNERS**

### **SOIL CONDITIONS AND PERCOLATION TESTS:**

- CONDUCTED BY AN INDIVIDUAL CERTIFIED BY THE UTAH DIVISION OF WATER QUALITY.
- STATEMENT OF SOIL CONDITIONS\*, INCLUDING SOIL STRUCTURE, OBTAINED FROM SOIL EXPLORATIONS TO A DEPTH OF 10 FEET OR PRACTICAL REFUSAL OF EXCAVATION. IN THE EVENT THAT ABSORPTION SYSTEM EXCAVATIONS WILL BE DEEPER THAN SIX FEET, SOIL EXPLORATIONS MUST EXTEND TO A DEPTH OF AT LEAST FOUR FEET BELOW THE BOTTOM OF THE PROPOSED SEEPAGE EXCAVATION. UNSIGNED CERTIFICATES ARE NOT ACCEPTABLE.  
*\*USE ONLY USDA SOIL DESCRIPTIONS. USCS SOIL TYPES ARE NOT IN THE UTAH ON-SITE WASTEWATER CODE (R317-4).*
- THE RESULTS OF STABILIZED PERCOLATION TESTS WHEN REQUIRED BY TABLE 6 OF R317-4 (MOST TYPE 1 AND TYPE 4 AND TYPE 5 SOILS), IN THE AREA OF THE PROPOSED ABSORPTION DEVICE.

### **THE PLOT PLAN MUST INCLUDE THE FOLLOWING:**

- CONSTRUCTION LOT, BLOCK, AND SITE ADDRESS (PROVIDE DIRECTIONS IN REMOTE AREAS)
- LOT SIZE, DIMENSIONS, AND DIRECTION OF NORTH
- LOCATION AND DIMENSIONS OF ROADS, DRIVEWAYS, PARKING, AND PAVED AREAS
- GROUND SURFACE CONTOURS, RELATIVE ELEVATIONS, OR STATEMENT OF GRADE
- ANY WELLS, SPRINGS, PROTECTION ZONES, DITCHES, PONDS, LAKES, OR STREAMS ON OR WITHIN 100 FT OF THE PROPERTY
- ALL WATER SERVICE LINES ON THE PROPERTY
- PROPOSED SYSTEM DRAWN TO SCALE OR ALL DIMENSIONS SHOWN, INCLUDING:
 

<input type="checkbox"/> BUILDING SEWER	<input type="checkbox"/> LOCATION AND LIQUID CAPACITY OF SEPTIC TANK
<input type="checkbox"/> CLEANOUT PLACEMENT	<input type="checkbox"/> APPLICABLE ISOLATION DISTANCES
<input type="checkbox"/> REPLACEMENT AREA	<input type="checkbox"/> OTHER ESSENTIAL COMPONENTS OF THE PROPOSED SYSTEM
- SEPTIC TANK SIZE AND NAME OF MANUFACTURER
- LOCATION OF WATER SOURCE FOR THE DWELLING AND THE DISTANCE FROM THE SEPTIC SYSTEM
- LOCATION OF ALL SOIL EXPLORATION PITS, AND PERCOLATION TEST HOLES
- CROSS-SECTION OF SUBSURFACE SEEPAGE DEVICE (TRENCH DETAIL) INCLUDING:
 

<input type="checkbox"/> DEPTH AND WIDTH OF EXCAVATION	<input type="checkbox"/> DEPTH AND SIZE OF GRAVEL OR STONE USED AS FILL
<input type="checkbox"/> DEPTH OF PERFORATED DRAIN LINE	<input type="checkbox"/> BARRIER USED TO SEPARATE GRAVEL FILL FROM BACKFILL

***IF A GRAVELLESS CHAMBER SYSTEM IS TO BE USED, INDICATE CHAMBER MANUFACTURER, MODEL, AND TYPE OF CHAMBER (A OR B)***

**FOR PROPERTY OWNERS**

**WATER SOURCE FOR DWELLING:**

- FOR A CONNECTION TO **PUBLIC WATER**, A LETTER, BILL, OR PROOF OF CONNECTION FROM PUBLIC WATER SYSTEM SHOWING THAT THE SYSTEM AGREES TO YOUR CONNECTION TO THEIR WATER SYSTEM
- FOR CONNECTION TO AN **EXISTING NON-PUBLIC WATER SUPPLY**, THE FOLLOWING INFORMATION SHALL BE PROVIDED TO SOUTHWEST UTAH PUBLIC HEALTH DEPARTMENT AND MUST RECEIVE A SATISFACTORY REVIEW:
- A. WHERE APPLICABLE DOCUMENTATION THAT THE OWNER(S) OF THE PRIVATE WATER SYSTEM AGREES TO THE CONNECTION.
  - B. DOCUMENTATION OF SUFFICIENT WATER RIGHTS TO SUPPLY CONNECTION ISSUED BY DIVISION OF WATER RIGHTS.
  - C. AT THE DISCRETION OF THE HEALTH DEPARTMENT, DOCUMENTATION MAY BE REQUIRED THAT THE SYSTEM IS ABLE TO RELIABLY SUPPLY SUFFICIENT WATER QUANTITY AND WATER PRESSURE TO THE NEW CONNECTION, AS EVIDENCED BY A PRESSURE TEST AND/OR FLOW MEASUREMENT AT THE CONNECTION.
  - D. EVIDENCE MUST BE SUBMITTED TO THE DEPARTMENT THAT THE WATER IS OF ACCEPTABLE QUALITY (WELL, SPRING OR PUBLIC SYSTEM). INCLUDE THE LOCATION AND DISTANCE FROM THE SEPTIC SYSTEM IN YOUR PLANS.
- FOR **NEW PRIVATE WATER SOURCES** (I.E., A PRIVATE WELL) MUST COMPLY WITH THE SOUTHWEST UTAH PUBLIC HEALTH DEPARTMENT RULES FOR NON-PUBLIC WATER SUPPLY SYSTEMS AND INCLUDE THE FOLLOWING:
- a) WATER RIGHTS IN THE NAME OF THE PROPERTY OWNER
  - b) ESTABLISHED PROTECTION ZONE AROUND WATER SOURCE (*SEE SWUHEALTH.ORG OR SAMPLE AFFIDAVIT*)
- AND BEFORE FINAL APPROVAL*
- c) WELL DRILLER'S LOG (*FOUND AT WATERRIGHTS.UTAH.GOV*)
  - d) CHEMICAL ANALYSIS
  - e) BACTERIAL ANALYSIS

**COUNTY-SPECIFIC REQUIREMENTS:**

**SEPTIC DENSITY APPROVAL:**

- PERMITS IN **WASHINGTON COUNTY** REQUIRE WRITTEN APPROVAL FROM THE AREA WASTEWATER AUTHORITY (MUNICIPALITY, WASHINGTON COUNTY WATER CONSERVANCY DISTRICT [[WCWCD.ORG](http://WCWCD.ORG)], OR ASH CREEK SPECIAL SERVICE DISTRICT [[ASHCREEKSSD.COM](http://ASHCREEKSSD.COM)]).

**PRAIRIE DOG WAIVER:**

- PERMITS IN **IRON COUNTY** REQUIRE DEVELOPMENT CLEARANCE FOR PRAIRIE DOG HABITATION ON THE PROPERTY FROM THE DIVISION OF WILDLIFE RESOURCES (435)8656100. THIS DOCUMENTATION MUST ACCOMPANY AN APPLICATION. SOME PORTIONS OF **KANE** AND **GARFIELD COUNTIES** MAY REQUIRE DEVELOPMENT CLEARANCE FOR PRAIRIE DOG HABITATION ON THE PROPERTY FROM THE DIVISION OF WILDLIFE RESOURCES.

EVERY SEPTIC SYSTEM MUST HAVE A FINAL INSPECTION **PRIOR TO BACKFILLING** TO ASSURE COMPLIANCE WITH SUBMITTED PLANS AND SEPTIC SYSTEM REGULATIONS. PLEASE CALL THE ENVIRONMENTAL HEALTH OFFICE TO SCHEDULE AN APPOINTMENT FOR A FINAL INSPECTION. INSPECTORS MAY HAVE QUESTIONS ON MATERIALS USED; BE SURE TO HAVE ALL INFORMATION ON-SITE.

**IF YOU NEED HELP WITH YOUR APPLICATION OR PLANS, PLEASE CONTACT A CONTRACTOR, A CERTIFIED DESIGNER, OR AN ENGINEERING FIRM; ENVIRONMENTAL HEALTH PERSONNEL CAN NOT ACT AS CONSULTANTS.**

**PLEASE CALL THE ENVIRONMENTAL HEALTH OFFICE, OR A CERTIFIED DESIGNER FOR INFORMATION REGARDING INDIVIDUAL WASTEWATER DISPOSAL SYSTEM (SEPTIC SYSTEM) REGULATIONS. OR CONSULT UTAH ADMINISTRATIVE CODE R317-4**