

SEPTIC SYSTEM PERMIT CHECKLIST

New Septic System on vacant lot(s) with no buildings.

A. Applying for a Septic System Permit

- 1) *If you are applying for a building or mobile home placement permit, you will need to:*
- Contact a certified Designer or Engineer to evaluate the test holes. The Designer will fill out the Site Registration Sheet, determine what type of system you need according to your soil log, and design that system for you. (A non-complex gravity system may be designed by the homeowner).
 - Fill out a **Sewage Permit application** and a **Water Availability application**. (for manufactured homes please include a copy of floor plans)
 - Turn in and pay for your **completed** Sewage Permit application (with the Site Registration Sheet from your Designer), along with the Water Availability application. Items that are frequently forgotten:
 - Tax Parcel Number. Contact the Assessors Office at 754-2011 ext 325.
 - If you have a private well, please contact the Dept. of Ecology after obtaining the Section, Township and Range of your property.
 1. A copy of your well log. This can be obtained at:
Washington State Department of Ecology
Eastern Regional Office, N. 46011 Monroe, Suite 100
Spokane, WA 99205-1295
(509) 329-3400 (509) 458-2055 TTY Only
 2. Satisfactory water sample results for nitrates and bacteria (coliform).
 - If you are on a Community Water system:
 1. You must contact the purveyor/manager of the water system and obtain the information required on the Water Availability form.
- 2) *If you are not applying for a building or mobile home placement permit you will need to:*
- Fill out a **Septic System Application**.
 - Contact a certified designer or engineer to evaluate the test holes. The designer will fill out the Site Registration Sheet, determine what type of system you need according to your soil log, and design that system for you.
 - Turn in and pay for your completed Sewage System Application (with the Site Registration Sheet from your designer).

B. After your application has been turned in...

- 1) *One of our sanitarians will do a site evaluation to ensure that the proper septic system was designed by your designer. When this has been done, then the sewage permit will be issued and installation can begin. In addition, if a well log and satisfactory water samples have been provided, then we can sign off our portion of the building permit.*
- 2) *If changes in the system design are needed, your designer will be notified by our office.*
Additional fees may be incurred.

C. If you need help...

If you need help or assistance, please call:

Grant County Health District, Ephrata office:	754-6060
Grant County Health District, Moses Lake office:	766-7960