

PROCEDURE FOR OBTAINING A SEPTIC TANK PERMIT FOR PROPERTY SERVED BY AN EXISTING PRIVATE WELL

STEP 1: Confirm that the property is a legal lot, tract or parcel and that your proposal meets zoning requirements.

~~–See Joint Community Development Agency~~

STEP 2: Confirm that the public water system has been approved by the Washington State Department of Health.

- Contact Garfield County Health District

STEP 3: Confirm that the property cannot be served by a public / community sewer system

STEP 4: Confirm that the property meets minimum lot size as required by the septic tank regulations. (Soil test holes may be required in order to determine minimum lot size)

- Contact Garfield County Health District

STEP 5: Determine if soil test holes are required. Test holes are required if soil conditions indicate possible restrictions. (High water table, hardpan, bedrock or very porous soils.)

- Contact Garfield County Health District

- Property owner is responsible for hiring excavator and for scheduling soil test hole appointment with Health District sanitarian.

STEP 6: Develop preliminary plot plan showing location of well.

- Usually requires on-site conference with Health District sanitarian.

- Observation of soil test holes may be combined with on-site conference.

STEP 7: Complete the ~~“Water Availability Form.”~~

- Follow instructions and attach supporting documents.

STEP 8: Submit completed and signed septic tank permit application form together with:

-Final plot plan

-Fee

~~-Completed Water Availability Form~~ with supporting documents

INCOMPLETE APPLICATIONS CANNOT BE ACCEPTED AND WILL BE RETURNED