



OSSF/SEPTIC PERMIT APPLICATION

Property Address: _____

City: _____ State: _____ Zip Code: _____

Subdivision: _____

Property Owner: _____

Property Owner's address: _____

City: _____ State: _____ Zip Code: _____

Property Owner's phone number: _____

Property Owner's email: _____

Contractor: _____

Contractor's address: _____

City: _____ State: _____ Zip Code: _____

Contractor's phone number: _____

System Type: _____ New: Y N Alteration: Y N Existing: Y N

New Install Fee: \$520.00 Modification Fee: \$250.00 Date Paid: _____

DOCUMENTATION CHECK LIST

- | | | |
|---------------------|---------------------------------|-------------------------|
| _____ Application | _____ Deed/Contract | _____ Plot Plan |
| _____ Affidavit | _____ Abstract/Subdivision Plan | _____ Site Evaluation |
| _____ Design Plans | _____ Service Contract | _____ Information Sheet |
| _____ # of Bedrooms | _____ # of Bathrooms | |

REVIEW

System Type: _____ Area: _____

Number of Heads: _____ Radius: _____

Notes: _____

OFFICE USE ONLY

Permit Number: _____ Date of Expiration: _____

Approved: _____ Denied: _____ By: _____

SPECIAL NOTES AND COMMENTS

- 1) OSSF permits expire 1 year from date of issuance.
- 2) An aerobic system is approved as designed.
- 3) Must backfill with approved soil.
- 4) OSSF systems requiring any electrical pump or service will be required to meet IEC standards with a 10-3w/ground as a minimum to be pulled.
- 5) Installer has to be on site for any OSSF inspection.
- 6) No part of an OSSF can be within 25' of a swimming pool.
- 7) Address must be posted along with permit during all phases of construction.
- 8) Signed service contract must be on file prior to final inspection.
- 9) Filed public records affidavit showing ownership must be on file at City Hall prior to inspection.
- 10) Must have permit construction card posted during all phases of OSSF construction.