



EXISTING SYSTEM EVALUATION INSTRUCTIONS

1. Complete Application Information:

- Name, address, and telephone number of applicant and owner (include site address if different)
- Water supply on property
- Tax Lot Number
- Subdivision Name - Lot and Block Number (if applicable)

2. Attachments Required:

- An Authorization of Representative Form (if applicable)
- Tax Lot Map (provided by Environmental Health)
- Copy of a pumper's report from a DEQ licensed pumper (reports completed within the last 5 years are acceptable)
- Site Development Map identifying:
 - ≡ All property lines and easements
 - ≡ Existing and proposed home(s), additions, and outbuilding locations
 - ≡ Existing and proposed driveway locations
 - ≡ All wells or springs within 200 feet of property lines, including neighboring properties
 - ≡ Existing septic tank, drainfield, and replacement area for drainfield
 - ≡ All temporary and permanent water runoff areas identified (i.e., ponds, ditches, streams, swales, etc)
 - ≡ Arrow indicating North

3. Uncover the first drop box in drainfield for inspection

Note: Include all distances, setbacks, and lengths of drainlines.
For setback requirements see Table 1, Minimum Separation Distances