PROCEDURE TO OBTAIN AN ON-SITE SEWAGE PERMIT

1. Obtain an on-site sewage system permit application packet from the Lincoln County Public Health Department. This packet will contain an application, site plan form, and information on horizontal setback and test hole requirements. Building permit applications may be obtained from the Lincoln County Building Department.

2. Complete all portions of the permit application, including the detailed site plan and directions to your property. DO NOT fill in the **bold printed areas.** Return the permit application, along with the required fees(s), to:

   Lincoln County Health Department
   90 Nichols
   Davenport, WA 99122
   (509) 725-2501

   The fee schedule has been set up so that an application fee is due with the application. This fee covers our time for review of the application and a site visit to evaluate the site and soil conditions. Once the application has been approved, a permit fee will be due. The permit fee covers our time for conducting a final inspection to assure that the system has been installed in compliance with the approved system design and in compliance with the Lincoln County On-site Sewage Code 8.33. Site visits cannot be conducted until the appropriate fees have been paid. If a second site visit is required because of improper installation or at the request of the applicant, a reinspection fee will be required.

FEE SCHEDULE:

Single Family Residence	
Application fee	$225.00
Conventional Gravity System Permit fee	$175.00
Alternative Onsite System Permit fee	$275.00
Non-residential/Commercial	
Application fee	$300.00
Conventional Gravity System Permit fee	$175.00
Alternative Onsite Sewage Permit fee	$275.00
Reinspection fee	$100.00
Modified site plan requiring additional test holes	$100.00
Permit Extension (1 year)	$60.00

NOTE: - Applications cannot be approved without all of the requested information and fees.

- Fees are non-refundable once received by the health department.

3. After receiving the application and fee, a site inspection can be scheduled. A minimum of two - six foot deep test holes, 75 feet apart, in the area of the drainfield to allow health department personnel to visually inspect the soil profile must be provided. Shallow soils or poor soil conditions may require additional test holes. It is recommended that the owner or representative be present during the site inspection. It is the applicant's responsibility to notify the Health Department when the test holes have been dug to schedule a site survey.

   The information gathered during the site visit will be required by your designer to develop a system design appropriate for your site and soil conditions. With this information, your designer can develop and submit system plans for review by health department staff. Once the system design is approved, your installation permit can be issued and your system installed in compliance with the approved design. Variations from the design will require approval from your designer and the Health Department

4. Once your site and your system design have been approved, your installation permit will be issued allowing construction of the system in compliance with the approved system design. The permit will be valid for two (2) years from the date of issuance. An expiring permit can be renewed for one year for $60.00 with a written request from the applicant assuring that system plans have not changed.

5. Once installed and prior to backfilling the system, the applicant must notify the Health Department office to schedule a final inspection. Upon notification, the department will inspect the system at the earliest possible time. Once approved, the system can be backfilled.

   If the drainfield is installed and inspected prior to construction of the house, a reinspection will be required to inspect the building sewer connection once the house is built. A reinspection fee of $100.00 will be charged at that time.

6. A copy of the permit application, with an as-built diagram and a department representative's signature verifying approval will be mailed to the property owner.

NOTE:

A permit for construction of an on-site sewage disposal system cannot be issued until proof of an adequate potable water supply can be provided for private water systems.

Application expire 12 months from the date received by the Health Department unless an installation permit has been issued.

Design and Installation of On-Site Sewage Systems

Homeowners can design and install their own systems as long as the drainfield is a conventional gravity fed system. Any and all Alternative On-Site Sewage systems will require a licensed designer or engineer to design the system and a licensed installer to install the system (installers must be licensed in Lincoln County). A list of licensed designers can be obtained from the Washington State Department of Licensing on their website: wws2.wa.gov/dol/profquery/licensesearch.asp.

Table IV
Minimum Horizontal Separations

Items Requiring Setback	From edge of soil dispersal component and reserve area	From sewage tank and distribution box	From building sewer, and nonperforated distribution pipe
Well or suction line	100 ft.	50 ft.	50 ft.
Public drinking water well	100 ft.	100 ft.	100 ft.
Public drinking water spring measured from the ordinary high-water mark	200 ft.	200 ft.	100 ft.
Spring or surface water used as drinking water source measured from the ordinary high-water mark[1]	100 ft.	50 ft.	50 ft.
Pressurized water supply line	10 ft.	10 ft.	10 ft.
Decommissioned well (decommissioned in accordance with chapter 173-160 WAC)	10 ft.	N/A	N/A
Surface water measured from the ordinary high-water mark	100 ft.	50 ft.	10 ft.
Building foundation/in-ground swimming pool	10 ft.	5 ft.	2 ft.
Property or easement line	5 ft.	5 ft.	N/A
Interceptor/curtain drains/foundation drains/drainage ditches			
Down-gradient[2]:	30 ft.	5 ft.	N/A
Up-gradient[2]:	10 ft.	N/A	N/A
Other site features that may allow effluent to surface			
Down-gradient[2]:	30 ft.	5 ft.	N/A
Up-gradient[2]:	10 ft.	N/A	N/A
Down-gradient cuts or banks with at least 5 ft. of original, undisturbed soil above a restrictive layer due to a structural or textural change	25 ft.	N/A	N/A
Down-gradient cuts or banks with less than 5 ft. of original, undisturbed soil above a restrictive layer due to a structural or textural change	50 ft.	N/A	N/A
Other adjacent soil dispersal components/subsurface storm water infiltration systems	10 ft.	N/A	N/A

[1]If surface water is used as a public drinking water supply, the designer shall locate the OSS outside of the required source water protection area.

[2]The item is down-gradient when liquid will flow toward it upon encountering a water table or a restrictive layer. The item is up-gradient when liquid will flow away from it upon encountering a water table or restrictive

The owner of the property or property agent shall:

1. Prepare the soil log excavation to:

- Allow examination of the soil profile in its original position by:
  - Excavating pits of sufficient dimensions to enable observation of soil characteristics by visual and tactile means to a depth three feet deeper than the anticipated bottom of the disposal component; or
  - Stopping at a shallower depth if a water table or restrictive layer is encountered; and

- Allow determination or the soil's texture, structure, color, bulk density or compaction, water absorption capabilities or permeability, and elevation of the highest seasonal water table; and

2. Assume responsibility for constructing and maintaining the soil log excavation in a manner to reduce potential for physical injury by:

- Placing excavated soil no closer than 2 feet of the excavation;
- Providing an earth ramp or steps for safe egress to a depth of 4 feet, then scoop out a portion from the floor to gain the additional 2 foot depth necessary to observe the 6 feet of soil face, however the scooped portion is not to be entered
- Provide a physical warning barrier around the excavation's perimeter; and
- Fill the excavation upon completion of the soil log.

Angle one end wall to form an earth walking ramp from surface grade so it is accessible for inspection.