3800-FM-BPNPSM0290 9/2012

pennsylvania
DEPARTMENT OF ENVIRONMENTAL PROTECTION

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF POINT AND NON-POINT SOURCE MANAGEMENT

Z000000

APPLICATION FOR AN ONLOT SEWAGE DISPOSAL SYSTEM PERMIT

PART I APPLICANT AND SITE INFORMATION

1. Applicant Name _____
Address _____
_____
Telephone No. Day (____) _____
Evening (____) _____

2. Site Address _____
Street, RR, Box No.
_____ _____
Post Office State Zip
_____ _____
Subdivision Name Lot No.
_____ _____
Municipality County

Directions to the Site: _____

3. Lot Size: _____ sq. ft./acres

4. Type of Facility to be Served by this System:

5. Type of Onlot System Activity
☐ New ☐ Modification
☐ Repair ☐ BTG (Use Only With Repair)

☐ Single Family Residential
No. of Bedrooms _____

☐ Multifamily Residential
☐ Commercial/Nonresidential
gal/day _____

☐ Permit or coverage under Chapter 102 Erosion and Sedimentation Control required.
☐ Permit or coverage under Chapter 102 Erosion and Sedimentation Control obtained.

6. Facility Water Supply: Public ☐ Well ☐ Spring ☐ Cistern ☐ Surface ☐

7. Distance to the nearest existing or proposed Private Water Supply (on or off the property) _____ ft.

PART II LOCAL AGENCY USE ONLY

SEWAGE PLANNING

☐ Approved Planning Mod.
_____
DEP Code No.
_____
(date)
☐ Area Not Planned
(lot created before May 15, 1972)
☐ Limitations in Effect

FEES PAID

Application $_____
Testing _____
Inspection(s) _____
Other _____
Total $_____

SITE SUITABILITY

Soil Series

Slope
_____ %

Type of Limiting Zone

Depth of Limiting Zone
inches

Type of Cover (Ag. Grass, Forest)

Percolation Rate _____ min/in.
☐ Not conducted

Site is:
☐ Suitable for inground system.
☐ Suitable for elevated system.
☐ Suitable for IRSIS
☐ Unsuitable

APPLICATION STATUS

ACTION	DATE
☐ Complete Application	
☐ Received	____/____/____
☐ Permit Issued	____/____/____
☐ Permit Denied	____/____/____
☐ Interim Inspection	____/____/____
☐ Interim Inspection	____/____/____
☐ Final Inspection	____/____/____
☐ Approved	_____
☐ Disapproved	SEO Initials
☐ Revoked Permit	____/____/____

PART III PLOT PLAN AND SYSTEM DESIGN

1. System Classification
☐ Conventional
☐ Alternate
☐ Experimental

2. Treatment/Tankage
Total Tank Capacity _____ gal.
☐ Septic Tank ☐ Aerobic Tank
☐ Holding Tank ☐ Vault Privy
☐ Denitrification ☐ Other _____

3. Type of Filter
☐ Buried Sand
☐ Free Access Sand
☐ Other Media _____
☐ Effluent

4. Type of Disinfection
☐ CL Erosion ☐ CL Hypo ☐ UV

5. Distribution
☐ Pressure ☐ Gravity
☐ Pump (Electric)
☐ Pump (Pneumatic)
☐ Siphon

6. Absorption
Total Absorption Area _____ sq. ft.
☐ Std. Trench ☐ Std. Bed
☐ Elev. Sand Mound ☐ Elev. Sand Trench
☐ IRSIS ☐ Drip Dispersal
☐ At-Grade ☐ Other _____

7. Other
☐ Chemical Toilet ☐ Incinerating Toilet
☐ Composting Toilet ☐ Recycling Toilet

8. Attach the Following Documentation
a. A copy of the Form 3800-FM-BPNPSM0290A (and B when required) or a morphological evaluation report (See Part II).
b. A detailed plot plan and sewage system design (including cross sections plan reviews and comments). See instructions on reverse side for required details. Indicate the number of attached sheets _____.

PART IV SIGNATURES

I am the owner of record (or the authorized agent of the owner) of the lot described in Part I of this application. I intend to install an onlot sewage system on this property. The information provided as part of this application is true and correct to the best of my knowledge. I understand that providing false information on this application is subject to the penalties of 18 PA C.S.A. §4904, relating to unsworn falsification to authorities. Submission of this form grants authorized representatives from the local agency and/or DEP access to the lot to inspect and conduct tests of 1) the site; 2) the system and structures under construction; 3) the completed sewage system; and, 4) the operational status of the system.

Property Owner's Signature _____ Date _____

The information in this application is true and correct to the best of my knowledge.

SEO Signature _____ Date _____ Certification No. _____

☐ White – Local Agency ☐ Yellow – Regional Office ☐ Pink – Local Agency ☐ Goldenrod – Central Office

INSTRUCTIONS FOR COMPLETING APPLICATION FOR ONLOT SEWAGE DISPOSAL SYSTEM PERMIT

General Information

It is the responsibility of the property owner to provide documentation of compliance with the technical standards for sewage systems in Title 25 Pa. Code, Chapter 73. The property owner must complete all portions of Parts I, III, and IV of this application. Before Parts II, III and IV are completed, however, the property owner must make an appointment with the Sewage Enforcement Officer (SEO) for an on-site evaluation of site and soil conditions to determine whether the use of an onlot sewage disposal system can be permitted. It is the responsibility of the property owner to have test pits and test holes prepared at the site for the SEO to conduct or observe soil tests. The local agency may prepare the pits and holes for a fee. In no case will any application be accepted by the SEO or local agency as complete until Parts III and IV have been completed.

PART I

The property owner must complete Part I of the application and make arrangements with the SEO for verifying the information in Part II. Accurate and complete information must be given for each item. The site address and name of the "subdivision" must be specific enough so the SEO can find the property on soil survey mapping. Provide street/road names and route numbers.

Lot Size - Total square feet of site. Convert acreage to square feet (1 acre = 43,560 square feet). If over 1 acre report in acres.

Type of Facility - Check residential if a private residence and indicate number of bedrooms. Check commercial/nonresidential or multifamily if other than a single family residence and indicate gallons per day sewage flow using the estimated flows of Title 25 Pa. Code §73.17(a) or (b) as a basis.

New: To construct an individual or community onlot sewage system where there has never been any type of sewage system. Examples include new construction projects and conversion of a non-sewage producing facility into a sewage producing facility, such as renovating a barn into a residence or business.

Modification: To make structural changes to the current individual or community onlot sewage system design for any purpose other than to effect a repair. This activity includes treatment system alterations required by a change in flows, wastestream characteristics, to facilitate maintenance activities (i.e., adding risers, inspection ports, etc.) or to simply enhance treatment. Examples include, expanding an onlot system in response to adding additional bedrooms to a house, installation of a grease trap following conversion of a building into use as a restaurant, adding a riser to the surface for an existing buried septic tank, adding effluent filters or adding hardware that changes the treatment process from anaerobic to aerobic.

Repair: To repair, replace or alter any component, combination of components or all components of an individual or community onlot sewage system that are not working or are in need of repair to properly function. This category includes actions intended to correct an existing malfunction and those intended to prevent an impending malfunction. Examples include replacing broken pipes, sealing watertight joints, pumps, failed absorption areas, as well as, replacing cracked lids, gas deflectors and solids retainers. "Repair" does not include recognized maintenance activities such as cleaning, servicing or pumping septic tanks.

BTG: Completed by SEO only.

Nearest Private Water Supply - The shortest distance from the proposed absorption area to existing and proposed supplies on the property and existing supplies on neighboring properties. Check local agency records for existing onlot sewage disposal system permits for neighboring lots which are not yet developed. These permits will indicate the location of proposed wells.

Sign and date the application at the bottom. If you are not the property owner, attach proof that you are authorized to act on the property owner's behalf.

Check "Permit or coverage under Chapter 102 Erosion and Sedimentation Control required." Only if a permit or coverage under Chapter 102 Erosion and Sedimentation Control has been deemed by DEP or the Conservation District to be required. Check "Permit or coverage under Chapter 102 Erosion and Sedimentation Control obtained." Only if the Chapter 102 permit or coverage deemed required by DEP or the Conservation District has been obtained.

PART II (This part is to be completed by the SEO.)

This part contains spaces for recording the Code No. of the approved Sewage Planning Module, fees received and date of various application processing actions.

When Part I of the application is complete, arrangements should be made for the SEO to examine test pits and percolation tests. The results of these tests, verified or conducted by the SEO, are to be recorded on the *Site Investigation and Percolation Test Report for Onlot Disposal of Sewage* form (3800-FM-BPNPSM0290A), and attached to all copies of the application (in some cases, *Verification of Prior Testing* form (3800-FM-BPNPSM0290B) may also be necessary). Include any required soil morphological evaluation report. The results of the tests as recorded on the *Site Investigation and Percolation Test Report for Onlot Disposal of Sewage* form are to be recorded on the application form in the appropriate sections. The information required includes: soil series, slope, type of limiting zone, percolation rate, depth to rock formation or depth to shallowest indication of water table. Depth to rock formation and depth to seasonal high water table are to be indicated in inches. Slope must be recorded as a percentage (ex: 2%; 8%), percolation rate is expressed as "minutes per inch," and the name of the soil should be obtained from the NRCS soil survey.

In every case, the SEO must verify by on-site observation slope, percolation rate, depth to rock formations and depth to seasonal high water table.

PART III

When the site is found to be suitable for installation of an onlot sewage disposal system, the appropriate system classification and components should be determined and entered in PART III. These components are to be determined by taking into consideration the quality of soil, the specific lot conditions and the design standards of Title 25 Pa. Code, Chapter 73.

After the component parts of the Sewage Disposal System have been determined, the property owner must provide a system design to the SEO for completion of this section. Many people obtain the services of a specialist to prepare this design. The plot plan sketch must locate the system with reference to various site characteristics (see items below). Attach detailed plans and cross sections, profiles, slopes, installation specifications, etc. as necessary to show the required details. **Design, plot plan and locations must be specific enough to provide the installer all the information necessary to install the system without reference to other documents.** Any change in a system design or location must be approved by the SEO and the application properly modified prior to installation.

Attach copies of *Site Investigation and Percolation Test Report for Onlot Disposal of Sewage*, *Verification of Prior Testing* and any required soil morphological evaluation reports.

The plot plan and design must include:

1. property lines and adjacent streets
2. dimensions and distance in feet
3. location of:
   a. buildings and driveways
   b. treatment and dosing tanks
   c. all wells, springs and surface waters
   d. sewage disposal system (use fixed reference points which can be located in the field)
   e. all percolation holes and test pits on the property
   f. existing sewage disposal systems
4. plans and cross section:
   a. depth - inches
   b. length - feet
   c. width - feet
5. reference to north
6. direction of slope
7. distance to nearest stream (if any)
8. isolation distances as set forth in Title 25 Pa. Code §73.13
9. specifications and instructions for installing the system

If the plot plan or design is incomplete, the SEO may return the application for additional information.

Attach additional sheets for "Comments" or any special conditions which you may wish to describe.

PART IV

The applicant (the property owner or his authorized agent) must sign and date this application after completing Part I. The SEO signs and dates this application when the permit is issued or denied.