

INSTRUCTIONS FOR COMPLETING THE APPLICATION FOR A
PERMIT TO CONSTRUCT A PRIVATE SEWAGE DISPOSAL SYSTEM

(Incomplete applications will be returned.)

1. Name, current mailing address, city, state, zip code and telephone number of property owner.
2. Name, current mailing address, city, state, zip code, telephone number and license number if applicable of individual installing the private sewage disposal system.
3. Sewage Disposal System site: general site location (example: NW¼, Section 10, Odell Township), property ID # which may be obtained from a tax bill, Livingston County Tax Assessor, or Livingston County Zoning Office (example: 10-10-10-105-010). Newly divided lots may not have been assigned a specific lot number (the last three digits) in which case a partial property # is acceptable. Indicate the property's 911 address, city, state & zip.

Residence Information: Please check all that apply. When a garbage disposal is present or planned, the septic tank shall be sized in accordance with the chart contained in #6. Backwash water from a water softener shall discharge to a subsurface seepage field sized to accommodate the flow from the water softener or to a sand filter. Hot tub wastewater shall be discharged to a subsurface seepage field sized to accommodate the liquid capacity of the hot tub on a daily basis. This discharge shall be piped around the septic tank directly into the subsurface seepage field. A "hot tub" means an artificial container of water with a liquid capacity greater than 100 gallons and designed with a mechanical air injection system and/or recirculating device.

4. Installation Type: Please indicate if the system is a new installation or a repair of an existing system. If a building permit is required, the system is considered "new" and a \$75.00 permit fee shall be submitted with the application. No permit fee is required for repair of an existing system.
5. Subsurface seepage fields shall be sized based on the number of bedrooms in the residence and the permeability of the soil. Soil permeability shall be determined by a soil investigation conducted by a licensed soil classifier. Application rates shall be determined by using the chart on the reverse side.

The minimum separation distance between the subsurface seepage field trench bottom and the seasonal high water table shall be maintained either by the use of under-drains, elevating the subsurface seepage field, or installation of an alternative system such as an aeration unit or sand filter.

Septic tank sizing chart on the reverse side.

6. Complete plot plan completely with all the information requested. If an under-drain is proposed to lower the seasonal high water table, it should be located on this drawing. If a seasonal high water table is present and a subsurface seepage field is proposed, a cross section drawing showing the seepage field's separation distance to the seasonal high water table shall be submitted.