CHECKLIST
APPLICATION FOR ON-SITE SEWAGE MANAGEMENT SYSTEM
To Be Completed at Land Development Office

___ Fill out application and pay fee (based on square footage of house). The following information is needed on the application:

A) Directions to property
B) Type of water supply (public, individual well, DNR approved well or spring). If connecting to public water, verification from city is required in the form of a letter or copy of tapping fee.
C) Type of residence (frame, log, etc.)
D) Number of bedrooms
E) Information on basement (plumbing or not)
F) Information on garbage disposal (will the residence have one or not)
G) Lot size/acreage
H) If property is located in a subdivision, need lot number and subdivision name

IN ADDITION TO A COMPLETED AND SIGNED APPLICATION, THE FOLLOWING DOCUMENTS NEED TO BE SUBMITTED WITH THE APPLICATION:

___ A) Copy of property plat with sketch showing proposed location of house, driveway and sewer stub out; in addition, the location of adjacent neighbor’s wells or springs need to be indicated on the plat.

___ B) For property located near a river or stream, a copy of the surveyed plat with the flood plain marked is required. **Flood plain is also marked at the site by surveyor.**

___ C) Copy of house plan.

___ D) **House site location (corners of the house) stated out at the site.**

___ E) **SOIL EVALUATION REPORT BY SOIL CLASSIFIER or LEVEL 11 INSPECTOR (LEVEL 11 Soil Report)**

___ F) Property lines need to be marked by surveyor (surveying tape). The lot needs to be identified from the road by **POSTING A SIGN WITH OWNER/APPLICANT’S NAME.**

PLEASE CONTACT THE FANNIN COUNTY HEALTH DEPARTMENT AT 706-632-3024 BETWEEN THE HOURS OF 8:00 – 12:00 & 1:00 – 5:00 ONCE THE ABOVE REQUIREMENTS HAVE BEEN MET IN ORDER TO PROCESS THE APPLICATION. OR YOU MAY CALL THE ABOVE NUMBER IF YOU HAVE QUESTIONS.