On-Site Sewage Management System (OSSMS)

Permit Information Packet

Permit Application Requirements  Page 1 & 2
Soil Scientist/Classifier List & Site Plans  Page 3
Locations/Distances  Page 4
Permit Application (front & back)  Page 5 & 6

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Gilmer County Application Requirements For A
On-Site Sewage Management System (OSSMS) Permit

1. Soil Evaluation
   **Must** obtain a Level III Soil Evaluation from a Georgia certified Soil Classifier on property.
   *(List on page 2)* When applying for permit, this office requires the original (red seal) results. We will accept a copy for the initial inspection; however, the permit **will not** be released until receipt of originals with red seal.
   **Note:** If soil report shows all slopes greater than 35% a site plan will be required. See page 3 for more information

2. Plat/Survey
   When applying for permit, this office requires a copy of the **RECORDED PLAT/SURVEY** with the (Gilmer Co. Clerk of Court stamp) on subject property
   **With the following drawn, to scale, on the plat/survey** – Proposed structure, driveway, building setbacks off each property line. Existing structures should also be noted on plat/survey.

3. Floor Plan
   In order to obtain an OSSMS permit for any structure type, you will need to provide a copy of the floor plan (foot print only) for each floor of the proposed structure, including basements. The floor plans can be hand-drawn, by computer, copy from a house plan book or off the internet. They must be drawn with all rooms labeled and outside dimensions noted. If your house plan (not paper) is larger than 12x17, you will need to have a reduced copy made (81/2x11, 11x14) before applying for permit.

4. Initial Inspection Requirements
   *ALL property lines **MUST** be clearly marked *(approx. every 50-75 feet)*
   *Four (4) corners of proposed house site **MUST** be staked out
   *Holes from soil evaluation **MUST** be clearly visible
   There should be NO GRADING (with the exception of clearing brush and trees only) before initial inspection.
   *(Unauthorized site modification prior to our inspection will result in additional fines or fees. Severe modifications will cause your application to be denied)*

5. Permit Information
   Permit is valid for one (1) year from issue date. *(Located on permit, next to signature)*
   Permits will **EXPIRE** (1) year after the issue date given on the permit.
   You will then be **required** to reapply & resubmit ALL paperwork and payment after permit has expired.
6. **Permit Application**

   Application should be filled out **completely, front & back.**
   Must provide detailed and exact directions to property!
   There **will be a $100.00 extra trip charge** if the E.H. Agent can not locate property by initial directions given, finds the house site **not staked**, finds property lines **not marked** or can not gain access to property due to **no gate code or locked gate/chain** at time of inspection.
   Fee must be paid before release of OSSMS permit.
   **Original signature is required on permit.** *(Permit can not be released without signature)*

7. **Fees for new systems are as follows:**

   *Payment for permit must be submitted at time of application* *(exact cash or check only)*

<table>
<thead>
<tr>
<th>Size of Property</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000 sq ft or less</td>
<td>$150</td>
</tr>
<tr>
<td>1001-2000 sq ft</td>
<td>$250</td>
</tr>
<tr>
<td>2001-3000 sq ft</td>
<td>$350</td>
</tr>
<tr>
<td>3001-5000 sq ft</td>
<td>$400</td>
</tr>
<tr>
<td>&lt; 5000 sq ft</td>
<td>$500</td>
</tr>
</tbody>
</table>

   **NOTE:** These fees are Based on **TOTAL** sq. ft., **not just heated**
   This includes basement sq. footage -**finished or not**
   As well as **any bonus rooms or rooms over garages**.
   Make Check Payable to: GCHD or Gilmer Co Health Dept.
Georgia Certified Soil Scientist/Classifier’s
For Gilmer County

See www.nghd.org for complete list of Soil Scientist

Site Plan Requirements

Site plans are required for all commercial building lots and for some residential lots. We may ask that the site plan show site modifications (such as slope reduction), what kind of sewage disposal system will be used, and the location of the septic repair/replacement area. A design site plan may be required on any lot that has restricted areas for septic placement.

Who can draw a design site plan? Your soil scientist, surveyor, or septic contractor can submit a site plan with one exception. If the slope exceeds 50% in the area where the septic system is to be installed, then a registered engineer must create and submit the site plan. No matter who draws the site plan, the following information must be included on the plan:

1) a 1:20 scale;
2) house location and dimensions (including porches);
3) driveway locations;
4) swimming pool location (if applicable);
5) soils information (including the conditions of the soils after slope reduction; we must have a profile drawing showing the absorption field areas before and after slope reduction);
6) initial absorption field and replacement area locations with the existing and final relative contour lines at intervals of two feet.
7) location and setbacks off of wells and springs on the property and/or within 100 feet of the property. Also, include the location and setbacks of streams, creeks, and rivers on the drawing.
On-Site Sewage Management System (OSSMS) Information
Locations/Distances/Tank/Field

Please note: This information is based on the Georgia Department of Public Health OSSMS Rules and Regulations. This information is for general use only. These required setbacks do not over ride any local Gilmer County required setbacks. Please check with the Gilmer County Planning Commission at 706-635-3406 for Gilmer County required setbacks. Figures may vary due to individual situations.

I. Septic Tank

- 50’ or more from existing or proposed wells, springs, suction water lines, downhill if possible
- 25’ or more from lakes, ponds, streams, water courses, or sink holes
- 10’ or more from pressure water supply lines, property lines
- 15’ or more from drainage ditch or embankment

II. Absorption Fields

- 100’ or more from existing or proposed well or spring
- 50’ or more from the normal water level of any impoundment, tributary, stream, or other body of water
- 10’ or more from water supply lines, building foundations, or property lines
- 50’ off any undeveloped properties property lines
- 15’ or more from an embankment

III. Tanks (without garbage disposal use in home)

- 1 to 4 bedroom home - 1000 gallon tank (with Garbage Disposal increases tank size 50%)
- 5 to 6 bedroom home - 1500 gallon tank (with Garbage Disposal increases tank size 50%)
- 7+ bedroom home - tank size increases 250 gallons per bedroom

IV. Field Line (final determination will be based on soil type)

Final determination will be based on soil type.


- Public/Community (DNR approved only) - .75 acre
- Individual well - 1.50 acres
- 35% or more slope - 3 acres
Gilmer County Health Department
Application for On-Site Sewage Management System (OSSMS)
Permit
Fill Out Completely - Please Print

Property Owner’s Name: ____________________________________________
Current Mailing Address: _____________________________________________________________________________________
Home #: ____________________
Work #: ____________________
Cell #: ____________________

Email: ______________________________________________________________________________________________________

Builder/Contractor Name & Phone #’s: __________________________________________________________________________

Subdivision Name and Lot #: ___________________________________________ Lot size or Acreage ______
Gate Code: _______ Locked Gate/Chain on Property? Y  N Loose Dogs on Property? Y  N

Detailed directions to property (Include mailbox #’s, distances & note if street sign is missing):
_____________________________________________________________________________________________
_____________________________________________________________________________________________
_____________________________________________________________________________________________

Is property in flood plain? Y  N Stream, Creek, River, Lake or Spring on Property? Y  N
If yes, how far from house site? ______________

Drinking water source: __Public Water  __Individual Well  If yes, already on property? Y  N
__Spring Water  __Community Water  (Well # ______________ ) DNR

House Information: __Stick·Built   __Mobile Home / Modular Home   ___Other (Please Explain) _________

Number of Bedrooms on: Main Floor____  2nd Floor/Loft____  Basement____

Check One: ___UNFINISHED Basement with or without plumbing  __FINISHED Basement  ___NO BASEMENT
Garbage Disposal: Y  N  Garage: Y  N  Attached I Detached I Drive-under  Drive-way: Left Right Front Back

Applicants Check List (Initial only if completed as of Today - ALL are Required for initial inspection by EHD)
Recorded Plat/Survey on Property ___  Level III Soil Evaluation ___  Red Seal or Copy ___  Floor Plans
4 Corners of Proposed House Site staked-out ___  Property Lines Visibly Marked ___

There will be a $100.00 extra trip charge if the inspector
** Can not find property by directions given  ** Finds proposed house site not staked,
** Finds Property lines not clearly & visibly marked. ** Can not gain access to property due to no gate code or locked
gate/chain

Payment is Due at time Application is Submitted
Issuance of a construction permit for an on-site sewage management system, and subsequent approval of same by
representatives of the County Board of Health shall not be construed as a guarantee that such systems will function satisfactorily for a given
period of time; furthermore, said representatives do not, by any action taken affecting compliance with these rules, assume any liability for
damages which are caused, or which my be caused, by the
malfunction of such system.

Signature of Applicant: ____________________________________________ Date: ______________
LAND DISTURBANCE PERMIT NOTICE
Grading, filling, digging, cutting or other landscaping or construction activities on a lot and/or piece of property prior to approval from this office may render your lot and/or property unsuitable for a septic system. Unauthorized alterations to your property are subject to a fine of twice the usual septic permit fee. This office strongly recommends obtaining your On-Site Sewage Management System (OSSMS) permit prior to any site alterations.

I have read the above statement and understand any site alterations conducted on this lot and/or property prior to the issuance of the OSSMS Permit could result in additional fines/fees, as well as denial of permit.
Signature of Applicant_______________________________________ Date_____________

ALTERNATIVE PRODUCT APPLICATION
Twenty years ago a septic system drain field (absorption field) was gravel and pipe, but today there are many different drain field products to select from and your septic contractor will probably want to use one such as chamber, polystyrene, or bundled tubing. There is nothing wrong with a gravel drain field, but new alternative drain field products are easier to install, usually require less area than a gravel system, and are also approved by the Division of Public Health. For example, some products only need 65% as much area as a standard gravel drain field, but this percentage varies with the product used. Your permit will be written in terms of a gravel drain field because all other products are compared to that standard and we can't know what brand of new product your contractor might use. We will provide you with the list of approved alternative drain field products.
Please indicate your preference below. You may choose to remain with a gravel drain field or allow the use of alternative drain field products. We do not recommend one drain field product over another, including gravel.

PLEASE SIGN ONE –

"I Allow the installation of one of the alternative absorption field products approved by the Division of Public Health."

Applicant's Signature__________________________________________ Date___________

"I do NOT want alternative absorption field products to be used with my septic system and wish to have the standard gravel absorption field installed."

Applicant's Signature__________________________________________ Date___________