



Gilmer County Department of Public Health

Gilmer County Health Department Environmental Health Division

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On-Site Sewage Management System (OSSMS)

Permit Information Packet

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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*)

1000 sq ft or less	\$150
1001-2000 sq ft	\$250
2001-3000 sq ft	\$350
3001-5000 sq ft	\$400
< 5000 sq ft	\$500

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.

V. Minimum Lot Size Requirements – Water Supply (established in 1998)

- 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 #: _____

(If applicable) Email: _____

Builder/Contractor Name & Phone #'s: _____

(If applicable)

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 may 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 _____