

Habersham County Environmental Health Department

130 Jacob's Way STE 102 Clarkesville, GA 30523 Phone: 706-776-7659 Fax: 706-754-7127

On-Site Environmental Assessment Application

GENERAL APPLICATION INFORMATION

Applications may be submitted Monday – Thursday between 8:00 AM - 4:00 PM and Friday 8:00AM -2:00 PM

The following items must be received prior to processing all applications:

Permit fees:

LAND USE FEES	
Plat Stamp- Individual Lot Review	\$100.00
On-Site Assessment Fee (pre-purchase or by request)	\$75.00 (per lot)
Existing Septic System Evaluation	
Residential	\$75.00 (per system)
Commercial	\$150.00 (per system)
Special Case Permit (for litigation) *illegal install	\$500.00

- You will need to obtain the **house/building number (physical address) or Parcel ID** from the Habersham County Planning & Development Department (phone#: 706-839-0140). They are located at: 130 Jacob's Way, STE. 104 Clarkesville, GA. **This address/parcel ID will need to be visibly posted on the property.**
- A copy of the proposed plat of survey (if applicable)** shall be submitted for review during initial processing; a \$100 processing fee is due at the time of submission for all newly proposed lots; additional fees associated with each assessment (i.e., existing septic system(s) evaluations,) shall be due to the Habersham Environmental Health Department prior to acquisition of approved plat of survey.
- A copy of the most recently recorded final plat of survey and/or deed** must also be submitted. Consult with the Clerk of Superior Court (phone #706-839-0300) to obtain a copy of your recorded plat of survey.
- An original Level 3 or 4 soil report** by a certified soil classifier may be requested by The Habersham County Board of Health for individual land lot assessments and/or proposed land divisions. A list of DPH certified soil classifiers is available at the Department office or by visiting www.dph.georgia.gov/environmental-health.
- Stake or string** the property lines, building site, and/or structure additions (i.e., decks, patios, swimming pools, carports, garages, concrete parking or circular areas, other amenities, etc.). No grading/digging or filling are to occur on the lot as this will affect septic tank placement and could void the soil report.
- All proposed property boundaries/lines shall be clearly identified;** No grading/digging or filling are to occur on the lot as this will affect septic tank placement and will void the soil report.
- Notify Georgia 811 by visiting my.georgia811.com** or by dialing 811 or 1-800-282-7411 at least 48 hours before beginning any mechanized digging on your property Notifying Georgia 811 before you do any mechanized digging is important for many reasons: your safety, and the safety of those near your digging project; preventing environmental damage and utility service interruptions; and, avoiding project delays, expensive repairs and legal problems. For additional information, visit the Georgia 811 website.

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Date: _____

Existing Septic System Type (Department use only): Residential Commercial Auxiliary

Reason for Evaluation: Sale, Loan, or Ownership Transfer Swimming Pool Construction Structure Renovation
 Structure Relocation Structure Replacement (new or rebuild) Foster Care/Adoption Pre-Purchase Assessment
 Existing Septic System Change of Use Required by Other Agency Structure Addition to Property

If structure addition, please describe: _____

County Map/Parcel ID: _____

Property Address: _____

City/State _____ Zip: _____

Subdivision Name (if applicable): _____

Lot #: _____ Phase (if applicable): _____ Block (if applicable): _____

Property Owner's Name: _____ Phone #: _____

Owner's Mailing Address: _____

City/State: _____ Zip: _____

Mobile/Alternative #: _____

Email: _____

Permit Applicant's Name: _____ Phone#: _____

Or:

Same as above

Relationship to Property Owner (if applicable): Tenant Contractor Power of Attorney or,

Other: _____

Applicant's Address: _____

City/State: _____ Zip: _____

Mobile/Alternative #: _____

Email: _____

Habersham Co. Environmental Land Assessment Application
 Georgia Department of Public Health / Environmental Health / Land Use Program

Instructions: The applicant or authorized agent should provide as much information as possible on this form. The local board of health will issue OSSMS construction permits based on minimum standards after an assessment of site conditions, soil characteristics, and proposed daily wastewater flow. As a minimum, a site plan sketch; proposed daily flow (or number of bedrooms); and permission to visit the site must be provided. *Note: Where system components are not indicated by the applicant, the local board of health will permit minimum conventional system standards based on wastewater flow, soil characteristics, and site conditions.*

GENERAL INFORMATION

Gate Code (if applicable):	Would you like to schedule a site meeting prior to this evaluation? <i>(please be aware that appointments may result in additional application review time and are subject to additional fees)</i> Yes/No:	Are there any pets on the premises? Yes/No:
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City/Municipal Water Supplier (if applicable):

Stub Out Location (check all that apply): 1. Slab <input type="checkbox"/> 2. Crawlspace <input type="checkbox"/> 3. Basement <input type="checkbox"/> 4. First Level over Basement <input type="checkbox"/> 5. Not Applicable (N/A) <input type="checkbox"/>	Water Supply (check one): 1. Public <input type="checkbox"/> 2. Private Well <input type="checkbox"/> 3. Community Well <input type="checkbox"/> 4. Other: _____ <input type="checkbox"/> 5. N/A <input type="checkbox"/>	Proposed bedroom(s) or gallons per day (if applicable):
		Garbage Disposal: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
		Lot Size (acreage):
		Septic Tank Size:

PROPOSED SITE PLAN SKETCH

The following information must be provided in the space below: 1) lot sketch showing lot dimensions, proposed building location/dimensions, proposed building line and side line distances; 2) street or road name; 3) well location if applicable and well locations on adjacent property; 4) driveway, patio or other paved surfaces; 5) underground utilities; 6) plumbing stub out and proposed drainfield location; 7) location of easements and flood plain; 8) replacement area, if necessary. *Note: Complex lots, commercial systems, or alternative systems may require accurately scaled site plans and/or engineered design plans.*

Or, check box if a site plan is attached

Habersham Co. Environmental Land Assessment Application

Georgia Department of Public Health / Environmental Health / Land Use Program

Instructions: THIS SECTION IS ONLY INTENDED FOR APPLICANTS WHO ARE APPLYING FOR A LAND DIVISION. APPLICANTS WHO ARE NOT APPLYING FOR A LAND DIVISION MAY SKIP THIS SECTION. The applicant will provide the required information necessary to complete review of any proposed plat of survey. *Note: Where system components are not indicated by the applicant, the local board of health will permit minimum conventional system standards based on wastewater flow, soil characteristics, and site conditions.*

GENERAL INFORMATION (for land division applications only)

Number of lots proposed lots (maximum of 4):

Proposed Water Supply (check one):

- 6. Public
- 7. Private Well
- 8. Community Well
- 9. Other : _____
- 10. If public, indicate municipality supplier:

Attachments (check all that apply):

- Current plat of survey and/or deed of record
- Proposed plat of survey and/or deed
- Level 3 Soil Report (if applicable)
- Level 4 Soil Report (if applicable)

Failure to provide the information requested on this form may result in significant processing delays and/or the denial of your application.

Plat stamps are done for typical 3-4 bedrooms homes with average appurtenances or evaluated that all septic systems and repair area are within property lines for existing homes and buildings.

DISCLAIMER

On-Site Sewage Management System permits are valid for 12 months from the date of issue according to the Rules and Regulations for the State of Georgia, Chapter 511-3-1-.03 section (3)(a). (See applicable initial permit fee schedule):

- As of 2/20/2000, any person/persons installing on-site sewage management system must be certified by the State or an approval for the system will not be issued.
- When installing a new system or a repair, if there are indications of unsuitable soils, or other concerns, please cease work and notify the Habersham County Environmental Health Department.
- The Habersham County Environmental Health Department may, after a site visit, recommend a Level 3 or Level 4 soil study if warranted by conditions on the property, such as rock, ground water, and/or surface water, which are the responsibility of the property owner.
- Inlet and outlet tees must be in place at the time of inspection. If inlet plumbing is not hooked to the building at time of inspection, inlet tee must be cemented or secured to tank.
- There must be sufficient space on the property to install original and backup conventional on-site sewage system for previously undeveloped lots.
- Trash/burial pits must be reported to the Habersham County Environmental Health Department.
- Sediment and soil erosion controls must be sufficient and remain in place.
- All surface and/or ground water must be diverted around sewage system.
- The Department must be informed of well locations on the property and any surrounding well locations within 100ft of existing or proposed septic system locations.
- For all systems including repairs, the amount of drain line must accommodate the number of bedrooms.
- If the water line is within 10ft of the drain line, it must be installed 12" or more above aggregate layer and encased by another pipe.
- Any modification to the lot that would adversely affect the on-site sewage management system, or the replacement area, could render the permit or the final approval void.
- In the event an on-site sewage management system, alternative system or soil fill installation is installed, notice shall be delivered to the owner of such property and in the event of new construction homes or commercial buildings, notice must be delivered to new owner, by the homebuilder/contractor, at the time of conveyance on such property stating the type of installation, design and maintenance needs.
- The Habersham County Environmental Health Department observes local watershed and trout stream setbacks, which may be greater than minimum standard setbacks outlined in the Rules and Regulations for the State of Georgia, Chapter 511-3-1.
- The local board of health will approve the construction of any equivalent system components that have been approved for use in the state of Georgia by the Department of Public Health under the condition the installation is performed in accordance with the Rules of the Department of Public Health, Chapter 511-3-1; the Georgia Manual for On-Site Sewage Systems; and current TRC product approvals. The issuance of a permit by the county board of health for the installation of any on-site sewage management system does not constitute a warranty or endorsement.
- Issuance of a construction permit for an on-site sewage management system and subsequent approval of same representatives of the Georgia Department of Public Health or 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 in effecting compliance with these rules, assume any liability for damages which are caused, or which may be caused by the malfunction of such system.

I hereby apply for an on-site sewage management system construction permit and agree that the system will be installed to conform to the requirements of the rules of the Georgia Department of Public Health Chapter 511-3-1. I have read and will comply with the additional requirements printed above and throughout this application. The above information as furnished is true and correct to the best of my knowledge. I do hereby give permission to the Health Authority to enter onto the property, at reasonable hours, to process this application. I understand as an applicant and/or owner I am responsible for adverse soil conditions, such as rock or water tables, encountered. I understand that a final inspection is required and will notify the Habersham County Environmental Health Department upon completion of construction and before applying final cover.

Sign/Print Name

Date

DIRECTIONS

GPS accessible

Or

Provide written directions to the property from 130 Jacob's Way, Clarkesville, GA 30523:
