



SITE EVALUATION FOR A SEPTIC SYSTEM PROCEDURE & CRITERIA

Where is a Septic System Needed?

A septic system is needed in areas where no sewer service is available. An onsite sewage treatment and disposal system, also known as a septic system, treats and properly disposes of sewage including gray water.

What is a Site Evaluation?

A site evaluation determines which type and size of system is suitable for the property. Before applying for a permit to install a septic system, a Washington County Environmental Health Specialist must perform a site evaluation.

Site Evaluation Criteria

The suitability of a proposed septic system site is largely determined by the type and depth of soil and the depth of the water table. Other factors include the property size, site steepness, availability of sewer service, and the location of the system relative to streams, wells, cuts, and fills. Also, there must be enough area available for a full system replacement in case the system fails. These criteria are prescribed in Oregon Administrative Rules (OAR) Chapter 304, Division 071 and 073. Obtain a copy of the rules from DEQ's Onsite website: www.oregon.gov/DEQ/.

Site Evaluation Process

Step 1: Complete the application, include the owner or legally authorized representative's signature, and submit it to Washington County's Environmental Health Program office with the required fees. Include a tax lot map, a detailed drawing of the proposed development, and directions to the property. Provide a minimum of two test pits (more are necessary for large systems) at least 75 feet apart in the proposed drainfield area. See the "Test Pit Preparation for

Onsite Sewage Evaluation" for specific requirements.

Step 2: After the Washington County Environmental Health Program receives a completed application, an Environmental Health Specialist will visit the property to perform the site evaluation. Depending on the weather, more than one visit may be necessary for test pit placement or if additional test pits need to be dug. Washington County's goal is to respond to completed site evaluation applications within one to three weeks of receiving them.

Step 3: A Site Evaluation Report will specify the approved area, requirements for the type and size of the septic system, and any other special requirements. If the site is rejected, provide additional tests pits for evaluation within 90 days of rejection (there are no additional fees). The Site Evaluation Report provides information regarding how to apply for a Site Evaluation Report Review (conducted by DEQ personnel), and provides an opportunity to apply for a standards variance.

A favorable Site Evaluation Report is needed in order to apply for the permit. Obtain permit application packets from Washington County's Environmental Health Program office or from the website: www.co.washington.or.us. The fee schedule is available online and in the office.



SITE EVALUATION INSTRUCTIONS

1. Complete Application Information:

- Name, address, and telephone number of applicant and owner (include site address if different)
- Water supply on property
- Tax Lot Number
- Subdivision Name - Lot and Block Number (if applicable)

2. Complete and Sign the Authorization of Representative Form (if applicable)

3. Attachments Required:

- Tax Lot Map (provided by Environmental Health)
- Vicinity Map (including entry point onto property and access to test site)
- Preliminary Site Development Map:
 - All property lines within 150 feet of test holes and easements
 - Arrow indicating North
 - Minimum of two test holes with distances of 75-100 feet apart (include distances to two adjacent property lines)
 - All wells or springs identified within 200 feet of test holes, including neighboring properties
 - Existing or proposed house/outbuilding locations, roads, and driveway locations
 - All temporary and permanent water runoff areas identified (i.e., ponds, ditches, streams, swales, etc.)
 - All soil cuts over 30 inches deep within 100 feet of test holes

4. At Site Location:

- The test pits need to be marked with a flag attached to a long pole. If the flags marking the pit location are not visible from the road, a trail of flags to the test pit sites will be required (see test pit preparation instructions).
- Property lines must be flagged
- Identify lot location by posting a clearly visible address sign near the entrance of the property

Note: Include all distances, setbacks, and lengths of drainlines.
For setback requirements see Table 1, Minimum Separation Distances.

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Environmental Health Program
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APPLICATION FOR ONSITE SEWAGE TREATMENT SYSTEM

Property Owner Name: _____				
Property Owner Mailing Address: (include city, state, zip) _____				
Lot Size Requirements - All property on community water is required to be no less than 20,000 sq. ft. Property served with private water is required to have a minimum of 2 acres unless designated as rural intermediate or natural resource property on the County comprehensive plan maps. Sites must fully comply with DEQ rules to be approved and permitted. DEQ site criteria related to topography, soil suitability and setbacks may affect lot size. Please note that Washington County Land Use regulations may also apply to the size of the lot. Permits require Land Use Compatibility Statement (LUCS) sign off.				
Legal Property Description				
Township: _____	Range: _____	Section: _____	Tax Lot #: _____	Acres: _____
Site Address (include road): _____				
City: _____	Oregon	Zip: _____	Parcel #: _____	Water Supply: _____
Directions to Property: _____				
COMPLETE ONLY ONE SECTION BELOW, MARKING ITEMS THAT APPLY				
1) SITE EVALUATION		2) EXISTING SYSTEM EVALUATION		
<input type="checkbox"/> Single Family Dwelling/# of bedrooms: _____ <input type="checkbox"/> Commercial: _____ Max # of Employees: _____ Max # of Patrons: _____ <input type="checkbox"/> Showers <input type="checkbox"/> Food Preparation <input type="checkbox"/> Other: _____ <input type="checkbox"/> Repair/replace <i>failing</i> drain lines (no fee)		<input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Alternate System Review <input type="checkbox"/> File Review <input type="checkbox"/> Proposal: _____ _____ _____		
3) PERMIT REQUEST		4) AUTHORIZATION		
<input type="checkbox"/> Single Family Dwelling, # of bedrooms: _____ <input type="checkbox"/> Commercial: _____ <input type="checkbox"/> New <input type="checkbox"/> LUCS Statement attached <input type="checkbox"/> Renew Permit #: _____ <input type="checkbox"/> Standard (gal.): _____ <input type="checkbox"/> Alternative (gal.): _____ <input type="checkbox"/> Pump <input type="checkbox"/> Repair: <input type="checkbox"/> Minor (tank only) <input type="checkbox"/> Major (tank/drainfield) <input type="checkbox"/> Alteration: <input type="checkbox"/> Minor (tank only) <input type="checkbox"/> Major (tank/drainfield) <input type="checkbox"/> Licensed Installer (name): _____ License #: _____ <input type="checkbox"/> Owner Install		<input type="checkbox"/> Remodel (added bedrooms): _____ <input type="checkbox"/> Replacement Dwelling <input type="checkbox"/> Personal Hardship/Temporary Housing <input type="checkbox"/> # of Bedrooms in Existing Dwelling: _____ <input type="checkbox"/> # of Bedrooms in Proposed Dwelling: _____ <input type="checkbox"/> Residential to Commercial <input type="checkbox"/> Proposal: _____ System Currently in Use?: _____ <input type="checkbox"/> Yes <input type="checkbox"/> No (date of last use): _____ <input type="checkbox"/> LUCS Statement attached		
I understand that this site must be prepared according to instruction in the guidance packet before action will be taken on this application. By my signature, I certify that the information I have furnished is correct, and hereby grant Washington County Environmental Health and authorized agent permission to enter onto the above described property for the purpose of this application.				
Applicant Information				
Applicant Name: _____			Phone: _____	
Applicant Email: _____				
Mailing Address: _____			City: _____	OR Zip: _____
Applicant is : <input type="checkbox"/> Owner <input type="checkbox"/> Authorized Representative (authorization attached)				
Applicant Signature: _____			Date: _____	
DO NOT WRITE IN THE SPACE BELOW				
Fee Received: _____		Ck/MO/CC#: _____		Date: _____
Received By: _____		Project #: _____		Activity #: _____
<input type="checkbox"/> Call	<input type="checkbox"/> Hold for pickup	<input type="checkbox"/> Mail	Initial: _____	Date: _____

Test Pit Preparation for Onsite Sewage Evaluations

When do you need a “Test Pit?”

When you apply for a permit to construct an onsite sewage disposal system, a County inspector will have to visit the proposed construction site. A test pit allows the inspector to test and examine the soil and soil layers and will help determine if it is appropriate to proceed with construction. This process is often referred to as a “site evaluation.”

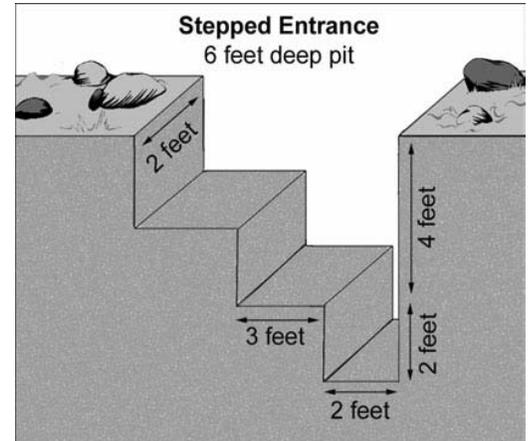
Preparing the test pit

To provide for stabilization and safe access, standard test pits for site evaluations must be prepared in the following manner:

- The bottom of the pit must be at least 2 feet wide and 4 feet long.
- The depth must be at least 4.5 feet and not exceed 5 feet.
- In some instances, pits may only need to be excavated to the layer of hard rock or to the water table if that layer is less than 5 feet.
- The second pit needs to be located in the center of the replacement drainfield area.
- The test pits must be a minimum of 75 feet apart.

6-Foot test pits

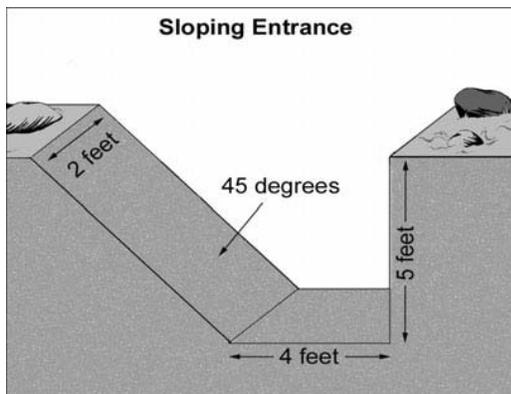
At the request of the inspector, test pits may need to be excavated to a depth of 6 feet as shown in the figure below:



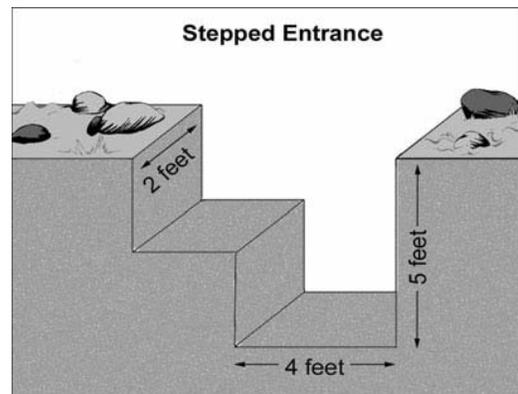
The entrance to a 6-foot test pit may be sloped or stepped as soil conditions warrant.

Providing Access to the Standard Test Pits

For easy access, one end of the test pit shall be either:



Sloped at approximately 45 degrees or less if the soils are dry or loose



Stepped when soils are wet

All spoils need to be a minimum of 2 feet from the pit edge.



DEPARTMENT OF HEALTH AND HUMAN SERVICES

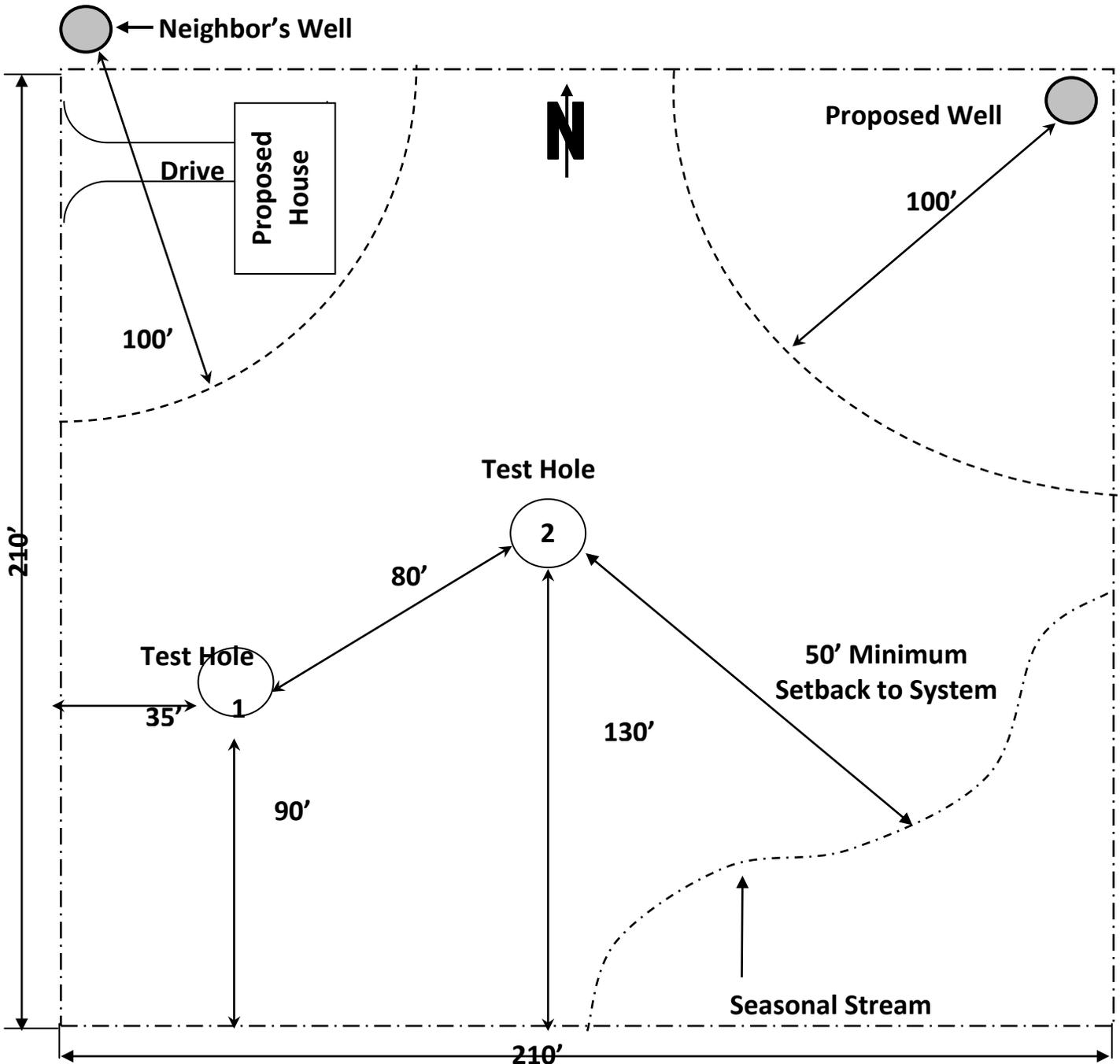
Environmental Health Program

155 North First Avenue, MS 5, Suite 170, Hillsboro, OR 97124

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SAMPLE SITE EVALUATION PLAN





MINIMUM SEPARATION DISTANCES

TABLE 1 - OAR 340-071-0220

Items Requiring Setback	From Subsurface Absorption Area Including Replacement Area	From Septic Tank and Other Treatment Units, Effluent Sewer and Distribution Units
1. Groundwater Supplies and Wells	*100'	50'
2. Springs:		
• Upgradient	50'	50'
• Downgradient	100'	50'
3. **Surface Public Waters		
• Year round	100'	50'
• Seasonal	50'	50'
4. Intermittent Streams		
• Piped (watertight not less than 25' from any part of the onsite system).	20'	20'
• Unpiped	50'	50'
5. Groundwater Interceptors:		
• On a slope of 3% or less	20'	10'
• On a slope greater than 3%		
▪ Upgradient	10'	5'
▪ Downgradient	50'	10'
6. Irrigation Canals:		
• Lines (watertight canal)	25'	25'
• Unlined:		
▪ Upgradient	25'	25'
▪ Downgradient	50'	50'
7. Cuts Manmade in Excess of 30 inches (top of downslope cut):		
• Which intersect layers that limit effective soil depth within 48 inches of surface	50'	25'
• Which do not intersect layers that limit effective soil depth	25'	10'
8. Escarpments		
• Which intersect layers that limit effective soil depth	50'	10'
• Which do not intersect layers that limit effective soil depth	25'	10'
9. Property Lines	10'	5'
10. Water Lines	10'	10'
11. Foundation Lines of any building, including garages and outbuildings	10'	5'
12. Underground Utilities	10'	--
*50-foot setback for wells constructed with special standards granted by WRD.		
**This does not prevent stream crossings of pressure effluent sewers.		

QUANTITIES OF SEWAGE FLOWS

TABLE 2 - OAR 340-071-0220

Type of Establishment		Column 1	Column 2
		Gallons Per Day	Minimum Gallons Per Establishment per Day
Airports		5 (per passenger)	150
Bathhouses and swimming pools		10 (per person)	300
Camps: 4 persons per campsite, where applicable	Campground with central comfort stations	35 (per person)	700
	With flush toilets, no showers	25 (per person)	500
	Construction camps — semi-permanent	50 (per person)	1000
	Day camps — no meals served	15 (per person)	300
	Resort camps (night and day) with limited plumbing	50 (per person)	1000
	Luxury camps	100 (per person)	2000
	Churches	5 (per person)	150
	Country clubs	100 (per resident member)	2000
	Country clubs	25 (per non-resident member present)	---
Dwellings	Boarding houses	150 (per bedroom)	600
	Boarding houses — additional for non-residential boarders	10 (per person)	---
	Rooming houses	80 (per person)	500
	Condominiums, Multiple family dwellings — including apartments	300 (per unit)	900
	Single family dwellings	300 (not exceeding 2 bedrooms)	450*
	Single family dwellings — with more than 2 bedrooms	75 (for 3 RD & each succeeding bedroom)	450
Factories (exclusive of industrial wastes — with shower facilities)		35 (per person per shift)	300
Factories (exclusive of industrial wastes — without shower facilities)		15 (per person per shift)	150
Hospitals		250 (per bed space)	2500
Hotels with private baths		120 (per room)	600
Hotels without private baths		100 (per room)	500
Institutions other than hospitals		125 (per bed space)	1250
Laundries — self-service		500 (per machine)	2500
Mobile home parks		250 (per space)	750
Motels — with bath, toilet, and kitchen wastes		100 (per bedroom)	500
Motels — without kitchens		80 (per bedroom)	400
Picnic Parks — toilet wastes only		5 (per picnicker)	150
Picnic Parks — with bathhouses, showers, and flush toilets		10 (per picnicker)	300
Restaurants		40 (per seat)	800
Restaurants — single-service		2 (per customer)	300
Restaurants — with bars and/or lounges		50 (per seat)	1000
Schools	Boarding	100 (per person)	3000
	Day — without gyms, cafeterias, or showers	15 (per person)	450
	Day — with gyms, cafeterias and showers	25 (per person)	750
	Day — with cafeteria, but without gyms or showers	20 (per person)	600
Service Stations		10 (per vehicle served)	500
Swimming pools and bathhouses		10 (per person)	300
Theaters	Movie	5 (per seat)	300
	Drive-in	20 (per car space)	1000
Travel trailer parks — without individual water and sewer hookups		50 (per space)	300
Travel trailer parks — with individual water and sewer hookups		100 (per space)	500
Workers	Construction — as semi-permanent camps	50 (per person)	1000
	Day — at schools and offices	15 (per shift)	150

* Except as otherwise provided in these rules