



**WESTERN U.P. HEALTH DEPARTMENT
RESIDENTIAL PROPERTY DEVELOPMENT
APPLICATION FOR SEWAGE/WELL EVALUATION AND PERMIT**

Gogebic Office
210 Moore
Bessemer, MI 49911
(906) 667-0200

Baraga, Houghton, Keweenaw
540 Depot Street
Hancock, MI 49930
(906) 482-7382

Ontonagon Office
408 Copper Street
Ontonagon, MI 49953
(906) 884-4485

Type of Evaluation:

- Sewage and Well Evaluation Sewage Evaluation Only Well Evaluation Only

Reason for Evaluation: (Please Review Instructions for Guidance & Applicable Fees)

- Raw Land Construction Revisit Replacement Privy/Composting Toilet

Applicant Information:

Name: _____
Mailing Address: _____

Home Phone: _____ Work/Cell: _____
Email: _____
Property Owner Name: _____
Address: _____
Telephone: _____

Property Information:

County: _____
Township: _____
Section #: _____ Township#: _____ Range #: _____
Property Tax ID# _____
Street Address: _____
Subdivision/Plat/Site Condo: _____
Size of Property: _____ Acres
Property Dimensions: _____
Cross Streets: _____
Additional Info: _____
Septic Installer: _____
Well Driller: _____

Proposed Development:

- New Construction Remodel Existing Home
Number of Bedrooms: _____ Square Footage: _____
Garbage Grinder: Y N Existing Well: Y N

Parcel Status: *I hereby verify that the parcel of land to be evaluated:*

- Existed prior to March 31, 1997, has an existing dwelling; or is 40 acres or greater in size
 Has been approved by the governing municipality as: Land Division under P.A. 519, Land Division under P.A. 87 of 1997 (effective July 28, 1997); or is a lot in a recorded subdivision plat or site condo.

APPLICANT SIGNATURE: _____ **DATE:** _____
I hereby apply for this service and have authorization to do so. All information provided is accurate to the best of my knowledge. I understand that this signature implies acknowledgement of the Superior Environmental Health Code and the regulatory authority described within, including the authority to issue and deny permits for the construction of sewage disposal systems and water wells.

Provide a MAP TO THE PROPERTY and a PROPOSED SITE LAYOUT on the back of this form.

INCOMPLETE APPLICATIONS WILL BE RETURNED.

<u>HEALTH DEPARTMENT USE ONLY</u>	Client ID: _____	Case #: _____
<input type="checkbox"/> Site Evaluation:	Amount Paid: \$ _____	Receipt#: _____ Date: _____ Received By: _____
<input type="checkbox"/> Sewage Permit:	Amount Paid: \$ _____	Receipt#: _____ Date: _____ Received By: _____
<input type="checkbox"/> Well Permit:	Amount Paid: \$ _____	Receipt#: _____ Date: _____ Received By: _____

**Return evaluation request form and associated fees to the appropriate Health Dept. Office listed above
Please make checks payable to W.U.P.H.D.**

MAP TO PROPERTY

INCLUDE ON MAP:

- Fire number/address
- Closest fire number/address
- Landmarks to assist us in finding your property.
- Cross streets, road names
- Lot numbers if marked on property.

ADDITIONAL INFO TO ATTACH IF AVAILABLE:

- Site survey
- Plat drawings
- Legal Descriptions
- Architect/contractor plans (8.5" X 11" if available)

↑ North

PROPOSED SITE LAYOUT

INCLUDE ON LAYOUT:

- Property lines / Dimensions
- Locations of existing and proposed buildings
- Locations of existing wells, septic tanks, drainfields
- Locations of proposed wells, septic tanks, and drainfields
- Streets, roads, easements
- Bodies of water, streams
- Fuel tanks, above and below ground
- Driveways, existing and proposed
- Buried Utilities (gas, cable, electric, etc.)

PROPERTY LINES MUST BE IDENTIFIED AND MARKED

**MISS DIG
MUST BE CONTACTED
72 HOURS PRIOR TO
OUR ARRIVAL AND
THE SITE FLAGGED
1-800-482-7171**

↑ North

WESTERN U. P. HEALTH DEPARTMENT
EVALUATION REQUEST FORM INSTRUCTIONS
ON-SITE SEWAGE AND/OR WATER SUPPLY SYSTEM(S)

Gogebic Office
W.U.P.H.D.
210 N. Moore
Bessemer, MI 49911
(906)-667-0200

Baraga, Houghton & Keweenaw office
W.U.P.H.D.
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Hancock, MI 49930
(906)-482-7382

Ontonagon Office
W.U.P.H.D.
408 Copper Street
Ontonagon, MI 49953
(906)-884-4485

On-site Sewage Program Information for the Site Evaluation Applicant

Many parcels of land available for private residential homes are not served by a public sewer system or a public water system. Homes in these areas use an on-site septic tank and absorption field system for wastewater disposal and a private well for a water supply system. The Western Upper Peninsula Health Department will evaluate your property to determine if it is suitable for an on-site sewage and water supply system. The Superior Environmental Health Code regulates on-site sewage and water supply systems for one and two family homes. The code applies to most residential building sites and describes the minimum standards required for each sewage system including size and isolation distances. It also requires installers of sewage and water supply systems to be licensed and knowledgeable about the code. A copy of the code is available upon request.

Some vacant parcels of land are not suitable, or at best are marginal, for an on-site sewage system. Many property owners assume that soils are all more or less alike. However, because difference in soil properties can occur within short distances, a building site must be carefully evaluated to determine the soil type and presence of limiting conditions such as seasonal high ground water or bedrock. The soil in the area of an on-site sewage system must be capable of percolating the daily quantity of sewage flows expected from the home and treating the wastewater before it enters the water table. Seasonal high ground water interferes with the operation of sewage disposal systems and may cause premature failure of the system. Water table and bedrock located near the ground surface, or excessively permeable soils, may allow sewage to contaminate nearby wells and surface water.

The process used by the Western U.P. Health Department for conducting site evaluations and issuing construction permits is explained below and requires information from you to begin the process. After we receive an application form from you, expect the site evaluation and permitting process to take two to three weeks. The time can be reduced if you plan carefully and provide all the information requested.

Site Evaluation Process

You will need to complete **both sides** of the application form and return it to the department. Be sure to provide all of the information requested. Miss Dig must be contacted and the site flagged prior to our arrival. Your site evaluation will not be scheduled or will be delayed if the form is not complete or if Miss Dig has not been contacted. The Environmental Health Secretary will call you to schedule the site evaluation date and time.

You will need to arrange for a backhoe to be at the property for the site evaluation. During the evaluation we will use the "proposed site layout" drawing that you provide to the department on your application form to determine if the site you would like to be used for the sewage system meets the requirements of the Superior Environmental Health Code. The EH Sanitarian will ask the backhoe operator to dig one or more holes to a depth of approximately six feet for the soil evaluation. If the soils and isolation distances meet the requirements of the Code, and there is adequate space for an absorption field sized for the number of bedrooms in the proposed home, the site will be approved. For approved sites, the EH Sanitarian will provide you with a site evaluation report, blank construction permit applications and instructions for proceeding with the permitting process within a week of the site evaluation date.

Approximately ten percent of the sites evaluated by the department do not meet the requirements of the Code. It is very helpful if you are at the site during the evaluation. If your preferred sewage system location does not meet the Code requirements, you, your sewage system installer and the Sanitarian can discuss and evaluate alternate locations on the property. When a building lot does not meet the requirements of the code the EH Sanitarian will provide you with a site evaluation report and a letter which documents the results of the evaluation and explains the results of the evaluation and the reasons why the site is not suitable for an on-site sewage system.

New Requirements for Subdivisions, condominium Plats and Land Division with
Parcels less than 1 Acre in Size Created After July 28, 1997

New rules governing on-site water supplies and sewage treatment systems were promulgated by the State of Michigan and took effect in February 2001. These rules affect all lots located in subdivisions, condominium plats and also lots located in land divisions when the lots are less than 1 acre in size. If you are developing a lot in a land division which is less than 1 acre in size and it was approved by the township after July 28, 1997, you may be affected.

For lots which are less than 1 acre in size and were split from a parent parcel after July 28, 1997, Michigan Department of Environmental Quality's "Administrative Rules for On-site Water Supply and Sewage Disposal for Land Divisions and Subdivisions" regulate the approval process. These rules also apply to lots located in condominium plats and subdivision plats. Copies of the MDEQ rules are available upon request.

In order to determine if the Superior Environmental Health Code or the MDEQ Administrative Rules apply to your lot, **all site evaluation applicants need to include a copy of a legal description, survey or land description as found on a tax notice or recorded deed with the site evaluation application. The township having jurisdiction can also provide you with the date the parcel was recorded and approved.**

SITE EVALUATION APPLICATION CHECKLIST

- A complete application form has been provided to the health department.
- The site evaluation fee has been included with the application.
- A copy of a legal description, survey or township approval letter is attached to the application.
- A backhoe operator or licensed sewage system installer has been hired for the site evaluation.
- Miss Dig has been contacted a minimum of three working days prior to the evaluation.

WUPHD 2011 FEE SUMMARY

The department's fees for the residential on-site sewage and water supply programs are summarized in the table and examples provided below.

The total amount in fees a property owner is required to pay for construction permits for a sewage system and a well is \$664.00 (\$184 site evaluation + \$235 sewage system permit + \$245 well permit).

The total amount due for a sewage system permit (a well is not needed) is \$419 (\$184 site evaluation + \$235 permit fee).

The total amount due for a well permit (a sewage permit is not needed) is \$245.

WUPHD 2011 Fee Schedule Summary Residential On-site Sewage and Water Supply Programs	
Sewage System Site Evaluation Fee	\$ 184
Sewage System Site Evaluation – REVISIT	\$ 117
Sewage System Construction Permit Fee	\$ 235
Privy Permit, Compost Toilet Permit Fee	\$ 87
Well Construction Permit Fee (site evaluation cost included in permit fee)	\$ 245