



LINCOLN COUNTY

DEPARTMENT OF PLANNING AND DEVELOPMENT ON-SITE WASTE MANAGEMENT SECTION

210 S.W. 2ND STREET
NEWPORT, OREGON 97365
(541) 265-4192 ext. 0225
FAX (541) 265-6945

OFFICE USE ONLY

PERMIT # _____

CHECK # / TOTAL _____

DATE _____

MAP & _____

TAX LOT # _____

TYPE OF APPLICATION (CHECK ONE)

- SITE EVALUATION
- AUTHORIZATION NOTICE
- EXISTING SYSTEM REPORT
- ALTERATION PERMIT MAJOR MINOR
- REPAIR PERMIT
- TANK REPLACEMENT / HOLDING TANK

CONSTRUCTION PERMIT (CHECK ONE):

- STANDARD
- PRESSURIZED SYSTEM
- CAPPING FILL
- SAND FILTER (REQUIRES ADDITIONAL APPLICATION FORM)
- ATT (REQUIRES ADDITIONAL FORMS)
- RENEWAL PERMIT MAJOR MINOR

PROPERTY OWNER/APPLICANT INFORMATION

OWNER NAME _____ PHONE _____

MAILING ADDRESS _____

APPLICANT NAME _____ PHONE _____

MAILING ADDRESS _____

INSTALLER NAME _____ DEQ LICENSE # _____ EXP. DATE: _____ PHONE _____

MAILING ADDRESS _____

AGENT NAME _____ PHONE _____

MAILING ADDRESS _____

REQUIRED PROPERTY INFORMATION

LINCOLN COUNTY ASSESSOR'S MAP AND TAX LOT # _____

SUBDIVISION NAME, LOT, AND BLOCK DESCRIPTION _____ SIZE OF PROPERTY _____

STREET ADDRESS _____

IMPORTANT - NUMBER OF BEDROOMS CURRENTLY _____ **NUMBER OF BEDROOMS REQUESTED** _____

DIRECTIONS TO PROPERTY : _____

SITE READY FOR INSPECTION? YES NO **IF NOT , WHEN?** _____

HAVE YOU SUBMITTED A BUILDING/PLACEMENT PERMIT APPLICATION TO THIS OFFICE? YES NO

PURPOSE OF APPLICATION OR TYPE OF FACILITY TO BE SERVED _____

IS PROPERTY WITHIN A CITY OR A CITY'S URBAN GROWTH BOUNDARY? YES NO

IF ANSWER IS YES, THE CITY MUST SIGN OFF BEFORE APPLICATION IS SUBMITTED - SEE PAGE 2

SIGNATURE: _____ DATE: _____

Property Owner or Legal Representative Only

PLEASE ATTACH SCALED PLOT PLAN ⇨

**PLOT PLAN CHECKLIST
REQUIREMENTS PAGE**

CHECK EACH ONE OFF AS YOU COMPLETE PLOT PLAN

1. Scale to be used.
2. Property lines and lengths.
3. Easement areas and existing underground drains.
4. All streams, springs, etc.
5. Proposed location and names of future structures (dwellings, shop, etc.)
6. Drinking water source and water lines (include wells within 200 ft.)
7. Test hole locations / or approved test hole locations.
8. All cutbanks and / or escarpments greater than 50% in slope.
- * 9. Driveway and parking locations.
- * 10. Proposed septic tank location and size.
- * 11. Initial system location and dimensions, with grade shots.
- * 12. Name of initial system (standard, pressure bed, etc.)
- * 13. All planned distribution boxes, drop boxes, etc.
- * 14. Replacement system dimensions, with grade shots.
- * 15. Type of replacement system to be used. (To conserve room other than standard system may be designated.)
- * 16. Direction North.
- * 17. Any future cutbanks that may be created within 50 ft. of any system and which would be greater than 50 % in slope and 3 ft. in height.

* NOT REQUIRED ON SITE EVALUATION APPLICATIONS.

MINIMUM SEPARATION DISTANCES (Table 1)

| <u>Item Requiring Setbacks</u> | <u>From Drainlines</u> | <u>From Septic Tank and Other Treatment Units, Effluent Sewer and Distribution Units</u> |
|---|----------------------------|--|
| Wells | 100 ft. | 50 ft. |
| Temporary Abandoned Wells | 100 ft. | 50 ft. |
| Upslope Springs | 50 ft. | 50 ft. |
| Downslope Springs | 100 ft. | 50 ft. |
| Surface Waters | 100 ft. | 50 ft. |
| Intermittent Streams | 50 ft. | 50 ft. |
| Groundwater Drains | 20 ft. | 10 ft. |
| Upslope Curtain Drains | 10 ft. | 5 ft. |
| Downslope Curtain Drains / Footing Drains | 50 ft. | 10 ft. |
| Cutbanks Over 30 " High | 25 ft. | 10 ft. |
| Escarpments | 25 ft. | 5 ft. |
| Property Lines | 10 ft. | 5 ft. |
| Water Lines | 10 ft. | 10 ft. |
| Building Foundations | 10 ft. | 5 ft. |
| Underground Utilities | 10 ft. | — |

INSTRUCTIONS

SITE EVALUATION

FEE: \$1000

- 1) **SUBMIT DETAILED PLOT PLAN, DRAWN TO SCALE. SHOWING REQUIREMENTS LISTED ON "REQUIREMENTS PAGE."**
- 2) APPLICANT MUST SUPPLY TWO TEST HOLES PER SITE.
- 3) DIG THE HOLES WHERE YOU WOULD LIKE TO PLACE THE DRAINFIELD. AVOID LOW, WET AREAS AND ANY AREA THAT IS NOT AT LEAST 100 FEET FROM WELLS AND SURFACE WATER.
- 4) TEST HOLES MUST BE AT LEAST 2' WIDE X 4' LONG AT BASE, 5' DEEP, STEPPED, AND SHOULD BE APPROXIMATELY 75' APART.
- 5) MARK TEST HOLES WITH STAKES AND RIBBONS. LABEL STAKES TO CORRESPOND WITH PLOT PLAN SUBMITTED.
- 6) CLEARLY MARK AND LABEL PROPERTY LINES AND CORNERS WITH STAKES AND RIBBONS.

AUTHORIZATION NOTICE

FEE: \$825 MAJOR

- 1) **SUBMIT DETAILED PLOT PLAN, DRAWN TO SCALE. SHOWING REQUIREMENTS LISTED ON "REQUIREMENT PAGE."**
- 2) APPLICANT MUST UNCOVER SEPTIC TANK LID FOR INSPECTION BY SANITARIAN.
- 3) UNCOVER ANY DISTRIBUTION OR DROP BOXES.
- 4) MARK ENDS OF DRAINLINES WITH RIBBONS AND STAKES .

EXISTING SYSTEMS CHECK

FEE: \$800

- 1) **SUBMIT DETAILED PLOT PLAN, DRAWN TO SCALE. SHOWING REQUIREMENTS LISTED ON "REQUIREMENTS PAGE."**
- 2) APPLICANT MUST UNCOVER SEPTIC TANK LID FOR INSPECTION BY SANITARIAN.
- 3) MARK LOCATION OF ANY DISTRIBUTION, OR DROP BOXES AND ENDS OF DRAIN LINES.

CONSTRUCTION PERMIT

FEE: \$1,290 STANDARD
\$1,890 CAPPING FILL
\$1,890 PRESSURE DIST.
\$2,165 SAND FILTER/
ALTERNATIVE SYSTEM

- 1) **SUBMIT DETAILED PLOT PLAN DRAWN TO SCALE. SHOWING REQUIREMENTS LISTED ON "REQUIREMENTS PAGE" AND ALL APPLICABLE SETBACKS.**
- 2) IF REQUIRED, STAKE OUT INITIAL AND REPAIR SYSTEMS. LABEL STAKES TO SHOW WHICH SYSTEM | EACH DRAIN LINE REPRESENTS.
- 3) ATT'S REQUIRE SIGNED CONTRACT WITH A LICENSED MAINTENANCE PROVIDER.

REPAIR PERMITS

FEE: \$915 MAJOR
\$475 TANK
REPLACEMENT

- 1) **SUBMIT DETAILED PLOT PLAN, DRAWN TO SCALE. SHOWING REQUIREMENTS LISTED ON "REQUIREMENTS PAGE."**
- 2) INDICATE THE SYSTEM FAILURE ON THIS PLOT PLAN.
- 3) SHOW THE REPAIR YOU OR YOUR INSTALLER PROPOSES.
- 4) TEST HOLES MAY BE REQUIRED. TEST HOLES MUST BE AT LEAST 2' WIDE X 4' LONG AT BASE, 5' DEEP, AND STEPPED .

ALTERATION PERMITS

FEE: \$1290 MAJOR
\$475 MINOR

- 1) **SUBMIT DETAILED PLOT PLAN, DRAWN TO SCALE. SHOWING REQUIREMENTS LISTED ON" REQUIREMENTS PAGE."**
- 2) SHOW THE EXISTING SYSTEM
- 3) SHOW THE PROPOSED ALTERATION.

PERMIT RENEWAL

FEE: \$760 MAJOR
\$380 MINOR

- 4) INDICATE THE REASON FOR AN ALTERATION .
- 5) TEST HOLES MAY BE REQUIRED. TEST HOLES MUST BE AT LEAST 2' WIDE X 4' LONG AT BASE, 5' DEEP AND STEPPED

HOLDING TANK

FEE: \$475 HOLDING TANK

- 1) PUMPING CONTRACT WITH A LICENSED PUMPER COMPANY.

RE-INSPECT FEE

FEE: \$125

- 1) CONTROL PANEL INSPECTION PAST EXPIRATION .



PLANNING REQUIREMENT

COUNTY PLANNING DEPARTMENT USE ONLY

Please check the following, if applicable:

ZONE: _____ LEGAL LOT: _____ FLOOD: _____ GEOLOGIC HAZARDS: _____ WETLANDS: _____

ESTUARY: _____ RECESSION SETBACKS: _____ SHORELAND BOUNDARY: _____ ROAD ACCESS PERMIT: _____

COMMENTS: _____

WAS THE APPLICANT ADVISED? YES NO

THE ABOVE PROPOSAL: IS COMPATIBLE WITH LINCOLN COUNTY CODE.
IS NOT COMPATIBLE WITH COUNTY LAND USE CODE.
 COMPATIBILITY CANNOT BE DETERMINED UNTIL THE FOLLOWING APPROVALS ARE OBTAINED: _____

PLANNING OFFICIAL
SIGNATURE: _____ DATE: _____

CITY PLANNING

THE ABOVE PROPOSAL: IS COMPATIBLE CITY LAND USE REGULATIONS AND OR MUNICIPAL CODE.
IS NOT COMPATIBLE CITY LAND USE REGULATIONS AND OR MUNICIPAL CODE.

COMMENTS: _____

CITY PLANNING OFFICIAL
SIGNATURE: _____ DATE: _____

LINCOLN CITY PUBLIC WORKS DEPARTMENT (if within UGB of Lincoln City)

CALL 24 HOURS IN ADVANCE FOR APPOINTMENT (541) 996-2154

EROSION CONTROL PLAN IS NOT REQUIRED

EROSION CONTROL PLAN HAS BEEN APPROVED

LINCOLN CITY PUBLIC
WORKS DEPARTMENT SIGNATURE: _____ DATE: _____