

Sanders County Sanitation System Permit Application: Wastewater Systems, Wells

(Revised September 04, 2025)

Part I: Owner Information

Property owner name _____

Mailing address _____

Telephone: Home _____ Work/cell _____

Email: _____

Part II: Property Information

Acreage or dimensions of parcel _____ COS # _____ TAX# _____

Legal description of property: Section _____ Township _____ Range _____

Physical address: _____

Is parcel in a subdivision? _____ Yes _____ No

If Yes: You *MUST* complete this section and include the following documents:

_____ a copy of the certificate of plat approval statement, AND,

_____ a copy of the state approved lot layout

Name of Subdivision _____

Block and/or lot number _____

EQ or COS# _____ Approval Date _____

Physical location and directions: _____

If No: You *MUST* include a *SITE EVALUATOR'S* report if required.

(This will include Part VIII & IX, percolation test results, non-degradation calculations, and other applicable information as may be requested for the sanitarian's review)

Part III: Authorized Representative

A copy of the permit will be mailed to the property owners authorized representative.

Name _____

Mailing address _____

Part IV: Proposed Use of Wastewater System

New system _____ Replacement system _____ Is the system failed? Yes ___ No ___

_____ **Residential:** _____ single family dwelling _____ multiple living units

Total number of bedrooms _____ Unfinished basement? ___Yes ___No

_____ **Commercial:** Type of business _____

Maximum discharge (gpd) _____

How was this determined? _____

_____ **Recreational Vehicle (RV) Hookup** (for use of occupants of residence only)

_____ **Garage/Shop Restroom** (for use of occupants of residence only)

Part V: Proposed Use of Water System

New well _____ Replacement well _____ Reason for replacement _____

Intended uses of the well _____

Number and description of dwelling units and structures that will be connected to the well _____

Will the well be:

At least 100 feet from the septic system	Yes []	No []	Unsure []
Out of the flood plain	Yes []	No []	Unsure []
At least 100 feet from surface water	Yes []	No []	Unsure []

Existing Structures: Describe existing structures, wells and wastewater systems on the parcel:

Site Plan: If your well is not part of an overall site evaluation, then a site plan must be included that is no larger than 11 inches by 17 inches, and shows the locations (existing and proposed) of all features (existing and proposed) listed below. Site plans are required to be drawn to scale. This can be done by a professional engineer, architect, or surveyor. The site plan must include enough measurements to accurately depict where required elements are located on the property.

* Property Lines	* Wastewater Systems	* Water Supplies (wells)
* Buildings	* Surface Water	* Easements and No Build Zones
* Roads & Driveways	* Floodplain & Floodprone Areas	* Wells and Wastewater Systems within 100 feet of your property

Part VI: Statement of Accuracy and Permission to Inspect

I, _____, as the owner of the parcel of land described within the permit, have completed the permit application of Sanders County individual sanitation systems. I also do hereby declare that the information provided is to the best of my knowledge. I acknowledge that the County Sanitarian and/or the Board of Health member(s) is/are hereby empowered and authorized to enter upon my private property for the purpose of inspecting a system that treats, discharges, or disposes of wastewater, or a system that provides potable water, to determine compliance with these regulations.

Printed name of Property Owner

Signature of Property owner

Date _____

Part VII: Design specifications *(This section is completed by Environmental Health only)*

Part VIII: Site Evaluator's Report – Wastewater *All information MUST be included.*

A. Soils Information~~ Date of soils test_____

Was the sanitarian notified? ____Yes ____No

Was the sanitarian present? ____Yes ____No

<u>Horizon</u>	<u>Depth</u>	<u>Description</u> <i>includes texture, rock size, structure, etc.</i>
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A	_____to_____	_____
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B	_____to_____	_____
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C	_____to_____	_____
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Root depth_____ Mottles ____Yes ____No

Other features _____

Depth to groundwater_____ How determined? _____

Depth to bedrock or other limiting layer? _____

Describe limiting layer & how determined_____

B. Stabilized percolation rate _____minutes per inch

C. Distance of system to closest surface water_____

D. Other unusual site features, concerns, problems or observations:_____

E. A flood plain map, *clearly showing the parcel*, MUST be included with this report. Is any part of the property in the flood plain? ____Yes ____ No

F. Non-degradation calculation work sheets and supporting data MUST be included with the application.

G. A Lot Layout, drawn to scale, with all required information MUST be included with the application.

H. If a pump is required, pump and pressure specifications MUST be included.

I. Site evaluator's checklist (Part VIII) MUST be completed and signed.

J. This space may be used for any additional notes, comments, or observations:

Part IX: Site Evaluator's Checklist & Statement of Accuracy

Information to be included in permit:

- _____ All information required from Part VI—Site Evaluator's Report
- _____ Percolation test sheet with signature
- _____ Non-degradation worksheets & supporting data (e.g. well logs, topo maps, nitrates, etc)

Information to be included on the proposed lot layout:

- _____ All lot boundaries
- _____ North arrow
- _____ Scale in feet
- _____ All buildings, existing and proposed
- _____ Building sewer, location, size and depth
- _____ Roads, driveways, parking lots
- _____ All water supplies (wells, springs, cisterns; include neighboring water supplies)
- _____ All water lines
- _____ All surface waters and areas of drainage and/or runoff
- _____ Septic tank location and size
- _____ Cleanout locations
- _____ Distribution box location
- _____ Location of primary and secondary drainfield areas
- _____ slope (percent and direction) across drainfield areas
- _____ mixing zones (must request source specific mixing zones)
- _____ Existing wells, surface waters, septic systems, or other water supplies within 100 feet of parcel boundaries on neighboring properties
- _____ Easements
- _____ Right of ways
- _____ Underground pipes, cables or wires
- _____ Slopes greater than 15%
- _____ Any other feature that might restrict wastewater treatment on the site

Additional notes: _____

As a licensed Site Evaluator, my signature verifies that I have addressed the above items for this parcel. I have completed the site evaluation report and checklist, and I hereby declare that the information herein provided is true, complete and correct to the best of my ability and knowledge.

Signature of Site Evaluator

License Number

Date

Part X: Sanders County Fee Schedule
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Appropriate fees must be included with all applications before the application can be reviewed.

Wastewater Permit and site evaluation review fees:

Wastewater permit for new or replacement system	\$ 250.00
Wastewater nondegradation review fee	\$ 250.00
Wastewater reuse of existing system	\$ 250.00
Wastewater gravelless chamber reduction evaluation	\$ 150.00

Well Permit fees:

Well permit for new or replacement	\$ 150.00
Well relocation of previously approved well	\$ 80.00

Site Evaluation

Total fees for property requiring full site evaluation	\$ 650.00
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Other

Change of ownership	No charge
<i>Please submit Change of Ownership form</i>	
Board of Health Variance	\$ 300.00

Total fees enclosed _____

Make checks payable to: Sanders County Treasurer

Mail To: Sanders County Environmental Health
P.O. Box 519
Thompson Falls, MT 59873

Questions? Call 827-6961 or 827-6909

This section is filled out by Environmental Health Staff:

FEES: Fees due _____ Included? ____ Yes ____ No

Amount paid _____ How paid _____ Initials _____
