



Skamania County Community Development Department

Building/Fire Marshal ♦ Environmental Health ♦ Planning

Skamania County Courthouse Annex

Post Office Box 1009

Stevenson, Washington 98648

Phone: 509-427-3900 Inspection Line: 509-427-3922

LAND DIVISION – OSS APPLICATION INTAKE CHECKLIST

(This form must be completed and submitted with all required documents for the application to be considered complete. Review will not begin on the project until all of the requirements below are submitted)

STAFF APPLICANT

Complete Land Division – OSS Application and *non-refundable* fee for up to four lots, fee schedule below. Each additional lot above four is an additional \$55 *per lot*. Fees are payable to Skamania County Treasurer and **are subject to change by resolution of the County Commissioners.**

FEE SCHEDULE:

Existing on-site septic systems review:	\$35
One Lot Site Evaluation (New Category):	\$200
Two Lot Site Evaluation (New Category):	\$375
Three-Four Lots Site Evaluation:	\$560

Land Division Application. The accompanying Subdivision or Short Plat application must be submitted, complete with associated fees.

SEPA and *non-refundable* associated fee.

Reviewed by _____

Complete: Yes _____

No _____

Date: _____

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LAND DIVISION – ON-SITE SEPTIC APPLICATION & INFORMATIONAL PACKET

What is a Land Division – On Site Septic?

This application is to be used for on-site septic needs for land divisions only. When dividing a parcel, all newly created vacant lots must have a site evaluation completed on each. An existing system verification is required on all newly created lots containing an existing home and septic system.

The Process

For a Land Division Septic application to be considered a complete packet, this application must be submitted, and the non-refundable fees must be paid. The fee for this application is \$800 for up to four lots. Each additional lot above four is an additional \$75 *per lot*. **All fees are subject to change by resolution of County Commissioners.**

All on-site septic requirements must be completed before the short plat may record.

Newly created vacant lots:

1. Soil test pits: **Inside the National Scenic Area, do not dig test pits until an NSA application and appropriate fee is submitted, the NSA review is complete and all appeals have been exhausted.**
2. Site Evaluation Results: Following a site visit to review the soil type and septic system limitations, the Environmental Health Specialist will provide comments for the land division decision letter.
3. The site evaluation is valid for **TWO YEARS**, after the recording of the land division, provided the land division does record. Modifications to the site occurring after the soil test pit evaluation may result in the site approval being voided.

Prepare the site

1. Soil Test Pits:
 - a. Two (2) soil test pits must be provided in the primary drainfield area, and two (2) additional pits must be provided in the reserve areas. Soil test pits should be no less than fifty (50) feet apart, and not more than one hundred (100) feet apart.

- b. Additional pits are encouraged in other areas of the site for potential consideration as drainfield locations. Doing so creates more options for locating a septic system on the property and may also result in the discovery of soils that would accommodate a less costly system.
 - c. Before water or an impervious layer (solid rock) is encountered, soil test pits of at least 60 inches (72 inches is preferred). On property, mark the soil test pits with blue flagging tape.
 - d. Put a sign with the name of the applicant where the property meets the County road. Put blue flagging on the sign to make it easily visible.
 - e. If private road, place sign where the easement meets the County road, then place another sign where property meets the private road.
 - f. On multiple lots, identify lot numbers, and on lots where difficult or complex conditions exist, a licensed designer or installer may need to be consulted to assist in determining the best locations to dig the soil test pits, prior to excavating the soil test pits.
2. Drainfield
 - a. Sufficient area is needed for the drainfield, and an equal amount of area for a drainfield replacement area must be available for future use.
 - b. Overall slope in the proposed drainfield area must not exceed 45 percent (24 degrees).
 - c. Drainfield sites must be a minimum of 25 feet from slopes greater than 100 percent (45 degrees or 1:1).
3. Setbacks
 - a. A 100-foot setback from all wells or bodies of water (streams, ponds, wetlands, seasonal water, etc.) is required.
 - b. In some cases, a setback greater than 100 feet from wells and surface water may be required.

Newly created lots with an existing home and septic system

Prepare the site:

Inside the National Scenic Area, do not begin this portion until an NSA application and appropriate fee is submitted, the NSA review is complete, and all appeals have been exhausted.

To prepare for the inspection, you must do the following:

1. Have the tank pumped;
2. Have the pumper report sent to the SCCDD office.
3. The entire top of the septic tank and the D-box must be uncovered and accessible;
4. The drainfield must be left untouched.

If problems are identified during the inspection:

1. Repairs or modifications are required to be complete prior to recording the land division. The repairs/modifications are the responsibility of the property owner.
2. If the drainfield is found to be failing or sewage surfacing on the ground, a Notice of Violation will be sent and corrections or replacement will be required as determined by the Environmental Health Specialist.

3. Other items that may result in recommended or required corrections are observation of structures, parking or driving over the drainfield or designated reserve area, increase of the number of bedrooms over what was permitted.

4. Septic tanks must be located at finished grade, or ground level. If it is found that the septic tank is not at ground level, risers will be required to bring the system into compliance with state code.

Disclaimer:

Results of this application will be incorporated into your land division determination letter. Authorization to create new parcels is not an authorization to install new on-site septic (OSS) systems. Each OSS system shall be designed by a licensed OSS Designer, specific to the structures it will serve, and an OSS permit is required to be issued prior to a building permit being issued.

Site modification after soil test pit evaluations or after land division recording may void the results of the soil test pit evaluations. Additional soil test pit evaluations may be required at the time a building permit is submitted.

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LAND DIVISION – ON-SITE SEPTIC APPLICATION
(Please complete application in ink)

Applicant:	E-mail:
Address:	Phone: ()
Property Owner:	E-mail:
Address:	Phone: ()

Parcel #:

Site Address:

Proposed Short Plat/Subdivision Name:

Total number of proposed lots:	Number of vacant lots:
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For each existing home on each site, indicate (attach additional pages for each additional existing home):

No. of bedrooms:	Date system was installed:
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House Occupied: <input type="checkbox"/> YES <input type="checkbox"/> NO	Vacant how long?	Age of dwelling:	
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Installer:	System type:
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Most recent date pumped (attach pumper report – if not attached, explain why):

Proposed Water Supply: (A separate Land Division – Water application is required)

- Individual wells: Existing Proposed
- 2-connection shared well: Existing Proposed
- Group B Water System: Existing Proposed
- Group A Water System (i.e. PUD, City of Stevenson, etc.) Existing Spring Water Right

OWNERS/APPLICANT'S STATEMENT: I, the undersigned, hereby certify that the information provided is true and accurate to the best of my knowledge. I hereby grant SCCDD access to the site for inspection purposes. I hereby assume all responsibility for the accuracy of the information contained herein. I will comply with the rules and regulations of the SCCDD for on-site sewage systems. I understand that any alterations of the building envelope size or location, or any filling or grading in or below the proposed drainfield areas may invalidate any approval granted by this application.

Applicant signature(s):

Date:

Owner signature(s):

Date:

For Department use only	
Legal description attached: Yes / No	
Date received	Date complete
Receipt #	File #