

## DEHNR-OSWS LARGE SUBSURFACE WASTEWATER SYSTEM REVIEW TRANSMITTAL CHECK-LIST

### II. SITE PLAN AND LAYOUT APPROVAL

Done <sup>Not</sup> Applicable

#### A. Application information (not needed if previously provided)

- Application for Improvement Permit has been submitted to LHD (4 copies attached)(2a)\*\*
- Property has been shown on plat or boundary survey, and PIN number and locator map have been provided
- Name, address, phone, Fax, E-Mail Numbers for owner, agent, engineer, soils consultant are attached
- Project proposed is described, including whether new, repair, expansion, replacement, modification of existing, or combination
- Water supplies (existing and proposed) and surface waters have been described and locations shown
- Facilities are described and located (existing and proposed) which are to be served by proposed system, including occupancy and projected use patterns
- List provided of all wastewater sources and water use fixtures (points of wastewater entry into system)
- Projected wastewater characteristics (e.g. including wastewater quality data for any non-domestic sources) and flow patterns are described
- Wastewater system components are described and located (existing and proposed)
- Documentation provided to LHD indicating wastewater system and facility are under ownership or control of person owning the facility or that an owners association and tri-party agreement shall be provided

#### B. Design Flow Confirmation (3)\*\*

Documentation provided that:

- Proposed design flow has been confirmed by the LHD based on Rule .1949(a) or Table I of Rule .1949(b)
- OSWS has previously concurred with proposed design flow
- OSWS confirmation of proposed design flow is being concurrently sought

C. Existing System Component Evaluation (4)\*\*

Done Not  
Applicable

- Existing system components initially proposed to remain in use have been properly identified, inspected by applicant's consultants and LHD and inspection reports are attached
- Existing component dimensions, capacities, adequacy/suitability for proposed continued use, and needed repairs/modifications to be incorporated into system design have been determined and documentation provided

D. Soil/Site Evaluation

- Soil/Site evaluation report by applicant's soil scientist provided (4 copies) (5b)\*\*:
  - Includes soil profile descriptions for pits and borings field located by gridding and staking at 50-foot intervals, taken at pre-approved intervals
  - Delineates sites which are suitable, provisionally suitable or unsuitable for different types of wastewater systems in manner which enables their field location
  - Recommends LTAR for proposed system(s), with justification
  - Includes recommendations for drainfield design and site modifications (maximum trench depth, fill depth, drainage needs, etc.).
  - Includes soil chemical data (pH, CEC, percent base saturation, etc.) when site is to receive wastewater from nondomestic sources, and background metal and cation levels (sodium, potassium, calcium and magnesium) when the wastewater is expected to contain concentrations greater than domestic wastewater
  - Includes site-specific documentation in accordance with Rule .1948(d) when site proposed to be used originally is classified unsuitable
- Soil/Site evaluation report by Local Health Department provided (4 copies) (5c)\*\*:
  - Includes verification of consultant's evaluation and compliance with rules
  - Includes results of independent check borings/pits, including their locations
- Topographic map provided prepared by Registered Land Surveyor(4 copies to OSWS-Central office, 2 copies to LHD) (6)\*\*:
  - Includes site(s) for all proposed drainfields and repair areas, with at least two foot contour intervals or spot elevations at 50 foot grid intervals for level sites.
  - Alternately proposed lateral lines for initial and repair system have been field-located, flagged and surveyed in on site plan.
  - Includes relative elevations along property lines and as needed to evaluate hydraulic gradient between field sites and adjacent property lines
  - Alternately these relative elevations are shown on site plan
- Site-specific Information on site loading capacity and assessment of groundwater impact provided (4 copies) (7)\*\*:
  - Includes field data sufficient to show compliance with performance requirements of Rule .1946(4)
  - Substantiation for proposed LTAR provided
  - Assessment of projected compliance with groundwater standards and justification provided

- Revised Site plan and system layout provided by Engineer and Registered Land Surveyor (4 copies to OSWS-Central Office, 2 copies to LHD) (8)\*\*:
- Shows all corners of property and property lines potentially influencing design
- Shows all known wells/water supply sources (existing and proposed) within property or within 500 feet of any proposed drainfield(s) and repair area(s) and within 100 feet of all other system components
- Shows known or proposed water lines within property and within 10 feet of any projected system component
- Shows surface waters with their water quality classifications
- Shows locations of any existing and proposed wastewater system components, drainfields/repair areas
- Shows existing and proposed structures, roads, drainage features, and any known underground utilities or utility rights-of-way
- Delineates designated wetlands and elevations of 10-year and 100-year flood zones in vicinity of any system component
- Shows existing or proposed sediment control and storm water management system components
- Locations of any existing or proposed groundwater monitoring wells.
- Shows proposed location and layout field-verified by LHD of new drainfield(s) and repair field(s), and proposed alterations to field topography
- Legal documents for systems to be under joint or multiple ownership or control are attached, including easements, association documents, draft tri-party agreements, etc. (2 copies to OSWS-Central Office, 2 copies to LHD)

E. Concurring Signature, that the applicant has, to the best of his/her abilities and belief, provided complete and factual representations of the information requested above:

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Applicant or Applicant's Agent Date

F. Health Department's Concurrence approval that Application for Improvement permit has been submitted, requested information appears complete and State review is requested:

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Local Health Department Environmental Health Specialist Date

\* **Note to all interested persons.** This transmittal check list and necessary accompanying information shall be submitted with a request for site plan and layout approval (prior to Improvement Permit issuance by the Local Health Department) to the On-Site Wastewater Section, Division of Environmental Health, 1642 Mail Service Center, Raleigh, NC-27699-1642 (Phone: 919-733-2895).

\*\* Numbers in parentheses ( ) refer to corresponding item in document entitled "Procedure and Information Required for Approval of Large Subsurface Wastewater Systems", which contains complete information on the Large System Review and approval process and may be obtained from the On-Site Wastewater Section