INFORMATION REQUIRED FOR OSTDS APPLICATIONS
CHECK WITH ZONING – FEES ARE NOT REFUNDABLE+

****NEW SYSTEM - LAND SALE ****

1. Legal description (Deed or Survey).
2. Plot plan drawn to scale showing **exact** dimensions.
3. Floor plans (Only needed if applying for new system)
4. Complete property ID # (19 digit #)
5. **Complete** street address.

***Incomplete or unacceptable plot plans will result in delays in processing your application.**

If property is more than 5 acres- one acre can be drawn to scale. Will need an aerial view from the Property Appraiser's Office - then show where the one acre is.

****EXISTING - MODIFICATIONS ****

1. Pump-out letter.
2. Legal description (Deed or Survey)
3. **Complete** street address.
4. Plot plan drawn to scale showing **exact** dimensions.
5. Floor plans.
6. **Complete** property ID # (19 digit #)

Prior to inspection applicant must have tank pumped and condition of tank determined by licensed contractor.

Please check this plot plan - then sign and date

****REPAIR****

1. Plot plan showing dimensions. (Does not need to be drawn to scale).
2. Legal description (Deed or Survey)
3. **Complete** property ID # (19 digit #)
4. Pump-out letter.

Prior to inspection applicant must have tank pumped and condition of tank determined by licensed contractor.

****CHECK WITH YOUR WATER COMPANY – IS SEWER AVAILABLE ?**

****If you are not the owner of property – you need a agent letter.**

****REQUIREMENTS FOR SITE EVALUATIONS****

A plot plan drawn to scale should show the following features:

1. Property boundaries showing dimensions.
2. Location of the septic tank and drainfield.
3. Location of existing structures or proposed structures.
4. Location of wells on property or within 100 feet of your property boundaries.
5. Location of existing wells.
6. Location of septic tanks and drainfield within 100 feet of property boundaries.
7. Location of driveways, parking areas and sidewalks.
8. Location of all water supply lines, storm water retention ponds, swales and drainage ditches, surface water, ponds, lakes, oceans, bays, bayous and canals.
9. Slope of land.

****SET BACKS FROM ANY PART OF SEPTIC TANK****

1. 75' from any private well or 50' from any non-potable well.
2. 100' from a limited use non-community well or 200' from any public well.
3. 5' from any structure, building, pavement or property line.
4. 10' from water lines and 100' from surface water

FEES

NEW -$315.00 Site Evaluation – **Good for 6 months**
$130.00 Permit – Good for 1 ½ years

REPAIR - $220.00 Site Evaluation – Good for 6 months
$130.00 Permit - **Good for 90 days**

TANK ABANDONMENT - $100.00 – **Good for 90 days**

EXISTING - $215.00 - Must be pumped in most cases – Good for 1 year
$100.00 - If less than 3 years old – No pump-out required

MODIFICATION - $395.00 – When changing flow of existing system

ALL EXISTING – REPAIR – NEW SYSTEM RE-INSPECTIONSWILL REQUIRE AN ADDITIONAL $50.00 FEE

850-983-5275 – Milton Office