



MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES ONSITE WASTEWATER TREATMENT SYSTEM CONSTRUCTION PERMIT APPLICATION

Application Number _____

Introduction

Thank you for contacting us concerning plans for your onsite wastewater treatment system (OWTS). As you may know, the Missouri Department of Health and Senior Services are required by law to regulate the design, construction, and operation of onsite systems.

This packet contains forms and instructions to help you apply for a permit and to select an onsite wastewater treatment system that will comply with regulations.

Enclosed in this packet you will find the following items:

1. The ONSITE WASTEWATER TREATMENT SYSTEM CONSTRUCTION PERMIT APPLICATION FEE form.
2. The Permit Application form.
3. The Instruction and Check Off List.

Construction of your onsite wastewater treatment system may not begin until a permit has been issued. To expedite this process, please follow these steps:

1. Contact an OWTS registered contractor. A registered contractor will best be able to assist you with this process and is highly recommended. State statute requires that "Any person installing on-site sewage disposal systems shall be registered to do so by the Department of Health and Senior Services." You also may choose to submit all of the information and install the system yourself. However, the services of a registered person to conduct a percolation test or an onsite soil morphology will be required. A registered contractor should be able to help you select a system to suit your needs and will help you fill in the forms. You may also consult with your health department representative.
2. Fill in the "Onsite Wastewater Treatment System Construction Permit Application Fee" form and submit it, along with the \$90.00 fee, to the address on the form. NOTE: The Construction Permit Application is sent to a different address than the Permit Application Fee.
3. Use the "Onsite Wastewater Treatment System Construction Permit Instructions and Check Off List" form to ensure that all of the required information has been gathered. Then, submit the completed application, percolation test or soil morphology report, and all necessary drawings and plans to the office from which you received the packet.
4. Upon receipt of the completed application, a health department representative will schedule a site visit. If the results of the site visit and plan review are satisfactory and the permit application fee has been received, the permit will be issued and construction may begin.

If you or your contractor needs additional information, or if we can help you with this in any way, please feel free to contact us.



MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES
 ONSITE WASTEWATER TREATMENT SYSTEM
CONSTRUCTION PERMIT APPLICATION

Application Number					
Office Use Only					
Permit Number	OWTS Notice of Violation <input type="checkbox"/>				
Reviewed By	EPHS #				
EPHS Signature					
2. Site Address (911/ENS)	Subdivision Name				
	Lot #				
City	County	Zip Code	Date of Subdivision/Lot Plat	Total Number of Lots	
Parcel ID #	Latitude	Longitude			
1/4	1/4	Section	Township	Range	
Directions to Site					
3. Mailing Address (if different from above)			Day Phone Number	Night Phone Number	
City		State	Zip Code		
4. System Is New Construction <input type="checkbox"/> System Replacement <input type="checkbox"/> System Repair <input type="checkbox"/> System Expansion <input type="checkbox"/>					
5. System Serves		Residence: Single-Family <input type="checkbox"/> Multi-Family <input type="checkbox"/>		Business(es) No.:	
No. Bedrooms: _____		Laundry <input type="checkbox"/>	Garbage Disposal <input type="checkbox"/>	Food Service <input type="checkbox"/>	
		Dishwasher <input type="checkbox"/>	Oversized Bath <input type="checkbox"/>	Lodging <input type="checkbox"/>	
		Other (specify): _____		Daily Sewage Flow <small>(gallons per day)</small>	
6. Water Supply		Public <input type="checkbox"/> Name of Public Water Supply: _____			
		Private <input type="checkbox"/> Type: Bored Well <input type="checkbox"/> Dug Well <input type="checkbox"/> Driven Well <input type="checkbox"/> Drilled Well <input type="checkbox"/>			
		Other (specify): _____			
7. Lot	Size	# acres	# square feet	% Slope	Indicate direction of slope on Site Layout.
8. Soil Information		Include percolation test or soil morphology report with the application			
Percolation Test		Percolation Rate (min/inch)			
Soil Morphology		Application Rate (gpd/sq. ft.)			
9. Name of Percolation Tester or Soil Evaluator				Tester Identification Number	
Address				Phone Number	
City			State	Zip Code	

10. Proposed System Complete information only for the system you plan to construct.

<p>A. <input type="checkbox"/> Waste Stabilization Pond</p> <p>Dimensions _____ <small>length x width or diameter</small></p> <p>Total Water Surface Area _____ <small>square feet</small></p> <p>Working Depth _____</p>	<p style="text-align: center;">Pond Seal</p> <p>Native Soil <input type="checkbox"/> Artificial Liner <input type="checkbox"/></p> <p>Bentonite Clay <input type="checkbox"/> Clay from Another Source <input type="checkbox"/></p> <p>Type of Equipment Used to Compact Soil: _____</p>
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Indicate location of discharge pipe, fence, gate, and all setback distances on Site Layout.

<p>B. <input type="checkbox"/> Sewage Tank</p> <p><input type="checkbox"/> Septic Tank Liquid Capacity _____ gal. Manufacturer: _____ Material/Construction _____</p> <p><input type="checkbox"/> NSF Class I Aeration Unit Treatment Capacity _____ gpd Manufacturer: _____ Material/Construction _____</p> <p><input type="checkbox"/> Pump Tank Liquid Capacity _____ gal. Manufacturer: _____ Material/Construction _____</p>	<p><input type="checkbox"/> Absorption Field</p> <p>Distribution Box <input type="checkbox"/> Pipe & Gravel-width _____ <input type="checkbox"/></p> <p>Serial Distribution <input type="checkbox"/> Chamber-width _____ <input type="checkbox"/></p> <p>Flat Lot Layout <input type="checkbox"/> Gravelless Pipe-dia. _____ <input type="checkbox"/></p> <p>Dosed <input type="checkbox"/> EPS Bundle(s) No. _____ <input type="checkbox"/></p> <p>Pressure Distribution <input type="checkbox"/> Other (specify) _____ <input type="checkbox"/></p> <p>Absorption Area: Trench Bottom _____ sq. ft. Alternative System Area _____ sq. ft.</p> <p style="text-align: center;">Laterals</p> <p>Trench Length(s) _____ No. of Trenches _____</p> <p>Trench Width _____ Trench Depth _____</p>
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Setback Distance from	Septic Tank	Class I Unit	Pump Tank	Absorption Field	Lagoon
Owner's Well					
Neighbor's Well					
Water Lines					
Property Line					
House					
Stream, River, Pond or Lake					
Other (Specify)					

Show location of house, tank, absorption field, wells, water lines, bodies of water, geological features, easements, and all setback distances on the Site Layout.

C. Alternative System (Please fill in Section B where applicable.)

Low Pressure Pipe System Sand Filter Mound System
 Drip Irrigation Wetlands Other (specify) _____

Include supporting data, calculations, and drawings with the packet.

11. Installer	Registered Y <input type="checkbox"/> N <input type="checkbox"/>	Identification Number
Name		Phone Number
Address		
City	State	Zip Code

All information contained in and with this application packet is true and accurate to the best of my knowledge.

12. Signature of Owner or Agent	Date
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13. Site Layout



1. Show property lines and dimensions to reflect the shape and size of the property.
2. Diagram proposed system. Show appropriate elevations to indicate proper fall for system. System must be staked on the property to the site evaluation.
3. Show distances to house, well, water lines, property lines, geological features such as sinkholes, rock outcrops, lakes, ponds, streams, rivers, etc.
4. Show distances to neighbors' wells, homes, and sewage disposal systems.
5. Show locations of all percolation test holes or soil morphology test pits. Holes must be flagged on the property for site evaluation.
6. Show fence location around waste stabilization pond.
7. Use the slope diagram to show percent slope. Use arrows on the Site Layout to indicate the direction of slope.
8. Indicate any known easements that exist for utilities, roads, private driveways, or other easements.

Slope Diagram

Show percent slope on diagram. Show cross section of system on slope.

