



**COMMUNITY DEVELOPMENT**

**ENVIRONMENTAL QUALITY SITE INVESTIGATION APPLICATION**

Permit Application #: EQ- \_\_\_\_\_ - \_\_\_\_\_ Date: \_\_\_\_\_ BY: \_\_\_\_\_

Permit Technician: \_\_\_\_\_

**Project Location:**

Assessor's Parcel # \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Subdivision: \_\_\_\_\_ Lot: \_\_\_\_\_ Unit: \_\_\_\_\_

Township: \_\_\_\_\_ Range: \_\_\_\_\_ Section \_\_\_\_\_, \_\_\_\_\_ 1/4 \_\_\_\_\_ 1/4 \_\_\_\_\_ 1/4

Latitude: \_\_\_\_\_ ' \_\_\_\_\_ " N Longitude: \_\_\_\_\_ ' \_\_\_\_\_ " W

Ground Slope % \_\_\_\_\_ Water Supply: \_\_\_\_\_ Size in Acres: \_\_\_\_\_

Depth to Groundwater: Documentation of Source: \_\_\_\_\_

Ready for Inspection By: \_\_\_\_\_ Will Call for Inspection When Ready: \_\_\_\_\_

**Applicant's Information**

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Owner's Information**

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Contractor's Information**

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

License Class: \_\_\_\_\_ License #: \_\_\_\_\_ License Expiration Date: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

The applicant affirms that he/she has authority to request inspection of the property referred to above. Receipt of this application authorizes Coconino County staff to enter the property for inspection purposes. It shall be noted that all inspection in relation to this permit is a "Requested Inspection".

Signature \_\_\_\_\_ Date \_\_\_\_\_

## PROCEDURES FOR SITE INVESTIGATION

Provisional Verifications (P.V.) (formerly known as permits) for Onsite Wastewater Treatment Facilities (OWTF) will ONLY be issued to properties that provide acceptable soil conditions. All properties require a site investigation including soils evaluation and possibly percolation tests (perc. tests).

- STEP 1:** Submit completed site investigation form (see page 2) with the appropriate fee **PAYABLE TO CCPHSD.**, and complete the property locator form (see page3).
- STEP 2:** Schedule the site investigation with your district inspector. Allow up to five working days to perform the site investigation (weather permitting). Due to the possibility of scheduling difficulties this time frame may need to be extended if you need to be on location at time of inspection. A re-inspection fee will be charged for any additional site investigations due to improper site preparation (see criteria for site investigation below), or to inspect additional test holes.
- STEP 3:** Please allow the district inspector **10** working days to notify applicant of the site investigation results, or of any further testing that may be required (see note below regarding percolation tests). If additional inspections are requested for additional test holes, a fee will be required.
- STEP 4:** After all testing is complete, please design the appropriate OWTF based on the site investigation, and submit the required Notice of Intent to Discharge (application).

### Setbacks

A 50' setback between property lines and the septic system is required in areas where NO public water system exists. However, if the neighboring property has no well, the owner can obtain the "Affidavit of Agreement to Encroachment Into Property Line Setback" (well waiver) at the front desk. This form must be notarized and recorded to the deed. For the complete listing of setbacks refer to ADEQ's Aquifer Protection Permits R18-9-A312 subsection C (page 30).

### CRITERIA FOR SITE INVESTIGATION

The site investigation consists of 4 test holes, three in the proposed area of the leach field and one in the reserve area. Test holes must be excavated by a backhoe; (not a bobcat type excavator) dynamite or jack hammering is not acceptable. Each test hole must be spaced at least 60' apart from each other. The test hole must be excavated as deep as the backhoe can dig. **All test holes must be ramped, and be a minimum of 30 inches wide, with a slope no greater than 2:1.**

\*Once test holes are closed, the soil results are final. Our office will relook at test holes left open if there are discrepancies with the results. Please wait to close test holes until after result are received

**PROPERTY LOCATOR**

**DIRECTIONS FROM THE NEAREST HIGHWAY:**

**MAP (Must provide a detailed drawing that includes landmarks, street signs, indicator of North & mileage).**

# FILL THOSE TEST HOLES

Coconino County Environmental Quality

Coconino County Environmental Services recommends that all test holes are filled immediately following notification of complete site investigation.

Exposed test holes that are neglected pose serious or fatal injuries to humans and animals.

Please contact your district inspector in advance to schedule your site investigation to minimize the risks of exposed test holes.

It is recommended that all open test holes be fenced, flagged, or have other precautionary meth-

