



Environmental Health
 31927 State Route 93
 McArthur OH 45651
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Checklist for Plan Submission

- The septic area is marked in a manner that can be seen at the site location. (such as flagged or staked)
- 3 points of elevation for each leach line on drawing for lines over 100', 2 points for less than 100'
- There is a note that the septic areas will be protected from disturbance and how (if applicable)
- The replacement area is shown on drawing and sized appropriately
- Distance from proposed septic and replacement to water lines or private water system recorded
- Distance from proposed home to septic system recorded
- Distance from septic system to property line recorded (if applicable)
- Distance from septic system to easement recorded (if applicable)
- Distance from septic system to drainage, water way or flood way (if applicable)
- Length of leach lines recorded
- Distance from tank to 1st drop box and between drop boxes recorded
- Minimum distance between leach lines recorded
- Noted that end caps will be on leach lines
- Location of drop boxes shown
- All test pit locations recorded
- All clean-outs properly labeled on drawing (at least 1 every 100' between home and tank and after any angle > 45°)
- All pipe labeled as to type (ex. Sch 40)
- House outlet elevation recorded (if necessary)
- Septic tank inlet and outlet elevation recorded along with a **designated vertical reference point or benchmark**
- Estimated cost
- Drop box inlet elevations recorded (if necessary)
- Noted address and owner of the property
- Proper cross-section of trench including:
 - Depth of high side including variation for slope
 - Depth of low side including variation for slope
 - Width of trench and Grade
 - Gravel, pipe, and/or other product height(s) shown
 - Adequate soil cover with appropriate fill if needed (soil type noted)
- Type of gravel and place of purchase
- Type chamber and size
- Septic tank type and gallons per day design noted
- Septic tank concrete or plastic with model number if applicable
- Effluent filter noted (if applicable)
- Septic tank size and compartments
- Service provider/supplier for tank
- Plan signed and dated and name of registered company
- North directional arrow
- All components of plat included & properly labeled (ex. House, driveway)
- Slope precautions (if applicable) (diversion ditch, bigger distance between trenches)
- Pump selection/sizing if needed
- Rationale if varying from design flow, waste strength or length along contour
- Construction and installation notes for the installer (if applicable)
- Utility lines, roadway, driveway, hardscapes, right-of-way, well even if sealed, building structures
- Total leaching _____ Required Total Leaching _____
- Total with one-line resting _____ Minimum Required _____