



# ST. CLAIR COUNTY HEALTH DEPARTMENT



Environmental Health Division  
220 Fort Street, Port Huron, MI 48060  
Office: (810) 987-5306 / Fax: (810) 985-5533  
[environmentalhealth@stclaircounty.org](mailto:environmentalhealth@stclaircounty.org)

## COMMERCIAL SEWAGE DISPOSAL SYSTEM PERMIT APPLICATION

➤ **APPLICANT / SIGNATURE MUST BE AN INDIVIDUAL AND ONE OF THE FOLLOWING:**

- Owner of the property, if owner is the one developing the property
- Purchaser of the property, if this is to be the person developing the property
- Permits will be issued to the APPLICANT ONLY
- **Designated Agent Form** required if anyone other than the Applicant signs the application.

➤ **SUBMIT THE FOLLOWING:**

- Property address or road location with distance from nearest intersection
- Detailed site plot plan on a separate sheet of paper.
- Property Tax I.D. number and legal description of the property

➤ **AFTER APPLICATION IS COMPLETED:**

- **Email / return with all required information and proper fee.**
- Under 1000 gallons per day wastewater: \$400.
- Over 1000 gallons per day wastewater: \$450.

**Permits are processed only when ALL required information is provided.**

**AFTER SUBMITTING THE APPLICATION:**

- Arrange an appointment with your area sanitarian at (810) 987-5306, Monday through Friday between the hours of 8 - 10:00 a.m.
- Due to heavy clay soils, most soil borings will need to be done by a backhoe. In some cases, (with sanitarian approval), holes may be dug with a post-hole digger or similar device.  
POWER AUGERS ARE NOT ACCEPTABLE
- In those cases that soil borings are not done by a backhoe, then a minimum of two soil borings, 80 feet apart, shall be dug and are to be a minimum of four inches in diameter. Borings are to be at least four feet deep and placed on opposite ends of the proposed disposal field area. **It is the responsibility of the applicant to assure that there are no underground utilities in the vicinity.**
- The soil is to be laid out in the sequence it is removed from the holes
- Property lines shall be staked out along the road frontage

**ATTENTION APPLICANT:** Installation of sewage treatment systems between December 1 and March 1, is PROHIBITED without prior approval from the Health Department. Installing a sewage disposal system when the ground is wet or frozen can shorten the life expectancy of the system and result in failure sooner than if installation occurred during favorable conditions.

## IMPORTANT INFORMATION – PLEASE READ CAREFULLY

1. Location of the septic tank, sewage disposal system, or construction details and specifications shown in the application and plans as approved, shall **not** be altered without WRITTEN APPROVAL OF THE HEALTH DEPARTMENT.
2. Notify Health Department for all required inspections of the system. **DO NOT BACKFILL UNTIL APPROVED.**
3. Assure that the plumbing is set high enough to gravity drain to the specified tile field invert elevation and location, or a pump system will be necessary.
4. If you or your agents have any questions regarding this permit, contact the area sanitarian before you commence construction.

### Seasonal / Weather Restrictions on Construction

Installing a sewage disposal system when the ground is wet or frozen can shorten the life expectancy of the system and result in failure sooner than if installation occurred during favorable weather conditions. Never begin construction unless the existing topsoil is dry, otherwise damage to the natural soil structure will occur. Installation of sewage systems between the dates of December 1 and March 1 is restricted.

### Notice to Applicant or Owner

The St. Clair County Health Department makes no warranty or guarantee that subsurface sewage disposal systems constructed in accordance with a suggested design or a system inspected and found to be in conformity with applicable regulations will function satisfactorily. A permit and/or subsequent inspections are only intended to insure compliance with the regulations and do not constitute any assurance that proper operation will result.

### Maintenance

Have the septic tank pumped out regularly to remove sludge accumulations as needed; doing so faithfully can prevent premature failure of your tile field.

### Legibly Marked Septic Tanks

The Environmental Health Code requires that septic tanks be legibly marked with the tank's liquid capacity.

### Construction Practices

1. Use care and "common sense" when installing the disposal system to protect the soil's natural absorption properties by preventing soil compaction or smearing, and sealing off of the annular space between each individual soil particle through which water "percolates" away. As much as possible, keep equipment and vehicles off the tile field area before and during construction.
2. Be sure all exposed stone in the absorption field is completely covered with straw or septic fabric to prevent infiltration of soil into the void spaces between the stones when backfilling. Clogged void spaces between the stone prevent proper aerobic decomposition of sewage.
3. The septic tank / drain field shall not be installed in easements.

### Permit Renewal

**This permit is valid for two years and is null and void after this twenty-four-month period. You may renew the permit for a one-year (twelve month) period, provided you apply and pay for the renewal before the expiration (void date) of the current permit.** The Environmental Health Code requires that persons who have expired permits that have not been renewed must file a new permit application, pay applicable fees, and shall meet current code requirements.

### Other Governmental Regulations

This permit is permissive and its issuance does not convey any rights or exclusive privileges, nor does it authorize any infringement of other applicable laws or regulations from other units of government, and it does not relieve the permit holder from obtaining other required permits. **Specifically, it is the applicant's responsibility to contact the Michigan Department of Environment, Great Lakes, and Energy (EGLE) regarding any possible regulated wetlands and/or floodplains on the property prior to beginning any construction.**

Date \_\_\_\_\_  
Amount \_\_\_\_\_  
Receipt \_\_\_\_\_  
Permit # \_\_\_\_\_

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APPLICATION TO INSTALL COMMERCIAL SEWAGE DISPOSAL SYSTEM

PROPERTY TAX I.D.# **74** - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ TOWNSHIP \_\_\_\_\_

PROPERTY LOCATION \_\_\_\_\_  
Street number (if available) Street name

NEAREST CROSSROAD ( ) N ( ) S ( ) E ( ) W of \_\_\_\_\_ SECTION # \_\_\_\_\_

APPLICANT \_\_\_\_\_ ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

PROPERTY OWNER \_\_\_\_\_ ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

Lot size (acres) \_\_\_\_\_ Facility sq. footage \_\_\_\_\_ Type of establishment/business \_\_\_\_\_

New Construction ( ) Existing Replacement System ( ) Nuisance Abatement ( ) Tank Only ( )

Proposed # of Employees \_\_\_\_\_ # of Shifts \_\_\_\_\_ # of Bathrooms \_\_\_\_\_ Seating capacity \_\_\_\_\_ Bed Space \_\_\_\_\_

Kitchen Facilities: Yes ( ) No ( ) Sewage flow \_\_\_\_\_ gallons per day. How was flow calculated? \_\_\_\_\_

Water Supply: Municipal ( ) Public Type II ( ) Public Type III ( ) # of Wells \_\_\_\_\_ Well depth \_\_\_\_\_ Diameter \_\_\_\_\_

SIGNATURE OF APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

**THIS PERMIT IS NOT TRANSFERABLE TO ANOTHER PERSON OR PROPERTY**

**HEALTH DEPARTMENT USE ONLY**

|   |                      |  |                   |
|---|----------------------|--|-------------------|
| # of Septic tank(s) _____   | Total Capacity _____ | Effluent filter required ( )                           | Pump required ( ) |
| Standard Absorption Trenches: _____ lineal ft. of 24" trenches. No. _____ |                      | Tile lines _____ ft. long (on 6ft. centers)            |                   |
| Stone Absorption Bed: _____ sq. ft. ( _____ x _____ )                     |                      | No. _____ Tile lines _____ ft. long (on 4 ft. centers) |                   |

1. Applicant must understand all permit instructions (see reverse and approved site plan) and diagrams before installation.
2. Invert (bottom of tile) is established at: \_\_\_\_\_
3. Remove \_\_\_\_\_ material in an area \_\_\_\_\_ x \_\_\_\_\_. **Loosen underlying soil to ~6" deep. DO NOT COMPACT!**
  - a) Install \_\_\_\_\_ wide deep cuts \_\_\_\_\_ times across width of field to a depth of \_\_\_\_\_ feet. Fill with medium sand.
  - b) Replace with \_\_\_\_\_ inches of approved medium coarse sand in the \_\_\_\_\_ x \_\_\_\_\_ area.
  - c) Replace with approved medium coarse sand to 6 inches above benchmark in the \_\_\_\_\_ x \_\_\_\_\_ area.
4. Bank the disposal field (slope) with sand / loam at a 4 to 1 slope. **(No clay allowed).**
5. Call for inspection of sand fill quality and depth. **DO NOT PROCEED UNTIL APPROVED.**
6. Install stone and tile. Cover with a minimum of 2 inches of straw or septic fabric.
7. Notify Health Department for final inspection of system. **DO NOT BACKFILL UNTIL APPROVED.**
8. Final cover shall be 8-12 inches of loamy topsoil **(no clay)**. Seed and mulch the entire field area.
9. Finish grade shall allow for proper surface water runoff. Suggest surface water diversion/ditching and the use of water saving devices (toilets, showers, faucets, etc.). Divert downspouts/gutters away from septic field area.
10. Tile invert ~ \_\_\_\_\_ inches above original grade; ~ \_\_\_\_\_ inches approved medium coarse sand fill required.

ADDITIONAL REQUIREMENTS/COMMENTS: \_\_\_\_\_

**THIS PERMIT NO. \_\_\_\_\_, is hereby granted to \_\_\_\_\_, subject to conditions stated herein and for installation requested to be constructed in accordance with approved plans attached hereto.**

PERMIT ISSUED ON \_\_\_\_\_, 20\_\_\_\_. VOID AFTER \_\_\_\_\_, 20\_\_\_\_. BY: \_\_\_\_\_

## PLOT PLAN FOR COMMERCIAL SEWAGE DISPOSAL APPLICATION

- A. Show location of any existing construction such as buildings, wells, or sewage disposal facilities which are on the property, or adjoining lands.
- B. Show location of all proposed construction such as buildings, driveways, wells, and sewage disposal systems.
- C. Indicate any easements – lakes, ponds, drains, utility lines, etc.
- D. Indicate distances between wells and septic tanks, disposal fields, property lines, water courses, streams, rivers, lakes, drop-offs, etc., on property AND neighboring property.
- E. Attach your drawing to the application.

### MINIMUM REQUIREMENTS

| ISOLATION FROM SEPTIC:          | TANK | FIELD |
|---------------------------------|------|-------|
| Property line or roadside ditch | 10'  | 10'   |
| Building foundation             | 10'  | 10'   |
| Type II or Type III water well  | 75'  | 75'   |
| Residential water well          | 50'  | 50'   |
| Lake, Stream, River, Pond       | 50'  | 50'   |
| Bank or Drop-Off                | 10'  | 25'   |
| Trees                           | 5'   | 10'   |

### SAMPLE DRAWING

