

WHAT YOU NEED TO KNOW ABOUT WELL AND SEPTIC PERMITS

If you are planning to build or are located at a site which is not served by a public water supply and sewage disposal system, you are required to obtain a water supply and/or a wastewater disposal permit from this office. A private wastewater disposal system must be sized according to site conditions, which vary throughout the county. Each site must be evaluated by a Health Department representative to accurately determine the characteristics of the soil layers which exist below the land surface and other features of the area, such as the water table level and surface drainage patterns.

A permit will be issued to you if the conditions found on the site are acceptable for the installation of an onsite wastewater treatment and disposal system. The permit you receive is valid for two years and will state certain minimum standards for the construction of the system. It is very important that you inform the installer of the minimum requirements for the system—**any changes must be approved by this office prior to installation.**

Septic system installers must be registered by the Saginaw County Health Department. In addition, your well should be installed by a well driller licensed by the Michigan Department of Environmental Quality to meet the requirements of the Water Quality Law—Act 368, P.A. of 1978. The two acceptable methods for completing water well installations are pitless adapter and pump house. Locate the well and septic system where they will be easy to service.

Don't forget to check with your township representatives to be sure that your plans are acceptable with local regulations for obtaining your building permit and proper zoning. In addition, if your property is located within or partially in a regulated floodplain or wetland, a permit must be obtained from the Michigan Department of Environmental Quality before a permit will be issued by this department.

The Saginaw County Health Department will:

1. Make an onsite investigation of the conditions of your lot in regards to sewage disposal. Soil borings will be evaluated as to soil texture, drainage, and water table elevations.
2. For a preliminary soil evaluation (if you do not own the property), notify you in writing as to whether or not the soils are suitable for the installation of an onsite wastewater system and the minimum elevation of sand fill needed, if any.
3. For a new development or replacement system (if you own the property), issue a wastewater treatment and disposal permit if site conditions are acceptable. The permit specifications will include minimum sizes and locations of all the necessary facilities in regards to sewage disposal. The minimum size of the drainage system will be determined for you based on the number of bedrooms in the house and the type of soil on the site.
4. Notify you in writing if the site conditions are unfavorable for the installation of onsite water and wastewater systems. The property owner will have the option to appeal for a variance from the Environmental Health Code.
5. Always be available on a consultative basis to answer your questions at any time prior to, during, and after construction of your wastewater system. Please feel free to ask questions or request information as needed.
6. Collect a well water sample and make an inspection of the well installation to ensure acceptable water quality and proper installation methods and materials were used.
7. Make a complete inspection of the completed onsite wastewater treatment and disposal system prior to covering to ensure that the system has been properly installed and quality materials in the amounts required have been used.

INSTRUCTIONS TO APPLICANTS

The Saginaw County Health Department will take prompt action on your application if you will take the time to provide the following information. The information is necessary for this department to have in order to issue a well and/or wastewater disposal permit, or complete a preliminary soil evaluation.

The time necessary for processing the application varies and is dependent on the investigation required to establish soil characteristics, water table elevations, and other environmental data. All applications should be acted upon within ten days from the time the completed application, copy of registered deed and appropriate fees are submitted, and notification of completed soil borings is received.

Preliminary Soil Evaluation—If you are thinking about purchasing property or do not intend to build within 2 years.

1. Complete the application form with as much detail as possible.

The application form must be signed by the property owner or an agent of the property owner.

2. Submit the appropriate fee* along with your application(s).
3. We ask that you make three (3) test holes in a triangle pattern 50-60 feet apart in the area where you wish to place the sewage disposal system and mark each hole with a brightly colored flag attached to a tall stake. If the location is hidden from view, also place a flag at the roadway. The corners of the property should also be clearly marked, minimally the corners at the road frontage. Test holes may be dug with a post hole digger, shovel or backhoe, etc., to a depth of 60 inches. If a backhoe is used, an Environmental Health Specialist must be present. If more than one area of the property is being considered for locating the sewage disposal system, you may dig more than one set of test holes.

Please contact this office at (989) 758-3686 when the test holes are dug!

Onsite Wastewater Treatment and Disposal Permit—If you own the property and are ready to build.

1. Complete the application form with as much detail as possible, including the property identification number assigned by the township. For new construction only, submit a copy of a property tax statement for the year 1996 or before, deed, survey or quit claim with the Register of Deeds dated stamp on the document, along with the permit application. Permit applications must be made in the name of the current property owner.
2. Submit the appropriate fee* along with your application(s).
3. **For repair or replacement sites, contact Miss Dig at (800) 482-7171 to identify all underground utilities.**
4. We ask that you make three (3) test holes in a triangle pattern 50-60 feet apart in the area where you wish to place the sewage disposal system and mark each hole with a brightly colored flag attached to a tall stake. If the location is hidden from view, also place a flag at the roadway. The corners of the property should also be clearly marked, minimally the corners at the road frontage. Test holes may be dug with a post hole digger, shovel or backhoe, etc., to a depth of 60 inches. If a backhoe is used, an Environmental Health Specialist must be present. If more than one area of the property is being considered for locating the sewage disposal system, you may dig more than one set of test holes.

Please contact this office at (989) 758-3686 when the test holes are dug!

Water Well Permit

1. Complete the application form with as much detail as possible, including the site plan.
2. Submit the appropriate fee* along with your application(s).
3. If a well currently exists on the property and is being replaced, you will be asked to properly abandon the old well. If you wish to continue to use the well, or if it cannot be readily accessed, you must indicate this on the permit application under the Variance section.

*Contact Environmental Health Services at (989) 758-3686 for the current fee schedule.