

APPLICATION: Residential/Commercial			
Service Requested – mark all that apply			
Well & Septic	Septic Tank Only (replacement)	Vacant Land Evaluation	Type III Well
Septic New	Commercial Septic (greater than 1000 gpd)	New Well	Irrigation
Septic (replacement)	Commercial Septic (less than 1000 gpd)	Well Replacement	Irrigation (LOW)
Property Information			
Property Parcel #	County	Township	
Street Address			
City		State	Zip
Subdivision		Lot #	Section
Property Dimensions		or Acreage	If less than 1 acre, did the land division occur after July 28, 1997? Yes No
Owner Information (current or prospective)			
Name			
Mailing Address			
City		State	Zip
Email		Phone	Fax
Send Report/Permit To			
Same as Above		Name	
Street Address			
City		State	Zip
Email		Phone	Fax
Preferred Delivery Method <input type="checkbox"/> Fax <input type="checkbox"/> Email <input type="checkbox"/> Mail <input type="checkbox"/> Will Pick Up			
Residential Information (required)			
Number of Bedrooms (include all lofts used as bedrooms) – check one 1 2 3 4 more (#) _____ NA			
Is there an existing septic system? Yes No If Yes, size of tank _____			
Is there an existing outhouse or privy? Yes No		Is there or will there be a water softener installed? Yes No NA	
Is there or will there be a garbage disposal unit or grinder pump? Yes No		Is there or will there be a whirlpool or hot tub installed? Yes No NA	
Are there any buried or above ground fuel tanks other than propane gas? Yes No		Will there be basement plumbing? Yes No	
Will or does the water well serve two or more homes? Yes No		Will the well be used for commercial business use? Yes No	
Are there any existing wells on the property which have not been properly plugged as required by State law? Yes No			
I, the property owner or the owner's authorized representative (duly empowered by the property owner with authority granted to me by him/her to officially act in place of, or on his/her behalf in the submission of this application,) hereby grant to District Health Department #10 representatives permission to access and enter the above described parcel; to perform all necessary tests and inspections. All information provided in this application is accurate, true and correct to the best of my knowledge. By signing below, I further agree to install, or cause to be installed, any hereafter permitted water supply system and/or sewage treatment facilities in accordance with specified permit conditions issued - including the regular requirements of District Health Department #10's Sanitary code; and where applicable with other state laws, rules or regulations.			
_____ Owner or Representative Signature (written above or digital - right)			_____ Date
Note: a site plan and directions to the property are required. Please complete the back of this form and attach all appropriate documentation. If incomplete, the application will not be processed and will be returned.			
Office Use Septic Permit #		Well Permit #	
Provided to Client Comm. Addendum		Water Bottles Flags with Stakes/Ribbons	

Directions to Property

Parcel #

Please include map if property is difficult to find

Site Plan

Please include and show all of the following in the Site Plan Area drawing:

- Prominent landmarks on or near the site (surface waters, fences, large trees, buildings, neighboring houses, etc.)
- Site or property boundaries
- Show location of buildings and driveway (proposed and existing)
- Show location of the proposed well and sewage treatment system and any existing well and or septic systems
- Show the location of all buried electrical, water, gas or fuel lines

Please show as much **detail** as possible in the space below

Please indicate
NORTH

Site Plan Area Drawing



District Health Department #10 Offices

Crawford County
 501 Norway St Ste #1
 Grayling, MI 49738
 Ph: 989-348-7800
 Fax: 989-348-5346

Kalkaska County
 625 Courthouse Drive
 Kalkaska, MI 49646
 Ph: 231-258-8669
 Fax: 231-258-2805

Lake County
 5681 S. M-37
 Baldwin, MI 49304
 Ph: 231-745-4663
 Fax: 231-745-2501

Manistee County
 385 Third Street
 Manistee, MI 49660
 Ph: 231-723-3595
 Fax: 231-723-1477

Mason County
 916 Diana Street
 Ludington, MI 49431
 Ph: 231-845-7381
 Fax: 231-845-0438

Mecosta County
 14485 Northland Drive
 Big Rapids, MI 49307
 Ph: 231-592-0130
 Fax: 231-796-7684

Missaukee County
 6180 W Sanborn Rd Ste#1
 Lake City, MI 49651
 Ph: 231-839-7167
 Fax: 231-839-7908

Newaygo County
 PO Box 850
 306 S. North Street
 White Cloud, MI 49349
 Ph: 231-689-7300
 Fax: 231-689-7360

Oceana County
 3986 N Oceana Drive
 Hart, MI 49420
 Ph: 231-873-2193
 Fax: 231-873-4248

Wexford County
 521 Cobb Street
 Cadillac, MI 49601
 Ph: 231-775-9942
 Fax: 231-775-5372



CRAWFORD COUNTY

501 Norway Street
Suite #1
Grayling, MI 49738
(989) 348-7800

KALKASKA COUNTY

625 Courthouse Drive
Kalkaska, MI 49646
(231) 258-8669

LAKE COUNTY

5681 S. M-37
Baldwin, MI 49304
(231) 745-4663

MANISTEE COUNTY

385 Third Street
Manistee, MI 49660
(231) 723-3595

MASON COUNTY

916 Diana Street
Ludington, MI 49431
(231) 845-7381

MECOSTA COUNTY

14485 Northland Drive
Big Rapids, MI 49307
(231) 592-0130

MISSAUKEE COUNTY

6180 W. Sanborn Road
Suite #1
Lake City, MI 49651
(231) 839-7167

NEWAYGO COUNTY

PO Box 850
1049 Newell Street
White Cloud, MI 49349
(231) 689-7300

OCEANA COUNTY

3986 N. Oceana Drive
Hart, MI 49420
(231) 873-2193

WEXFORD COUNTY

521 Cobb Street
Cadillac, MI 49601
(231) 775-9942

PERMIT APPLICATION INSTRUCTIONS

HEALTH DEPARTMENT REQUIREMENTS FOR WATER SUPPLY SYSTEMS, SEWAGE TREATMENT SYSTEMS, AND SOIL EVALUATIONS

Please follow the instructions below when completing your application for an on-site water supply and sewage treatment system permit.

1. Complete all areas of application except yellow area labeled "Office Use", then sign.
2. Include the parcel number (Tax I.D. number) and the street address of the property. The parcel number can be obtained from your tax bill. (INCOMPLETE APPLICATIONS WILL BE RETURNED.)
3. Complete a site plan area drawing on the permit application; be sure to identify well(s) and septic system(s) within 50 feet of the property. Also, write directions to and/or description of the property.
4. Flag your property to mark the location of the driveway and proposed location of the well and septic system prior to submitting your application. If the property is not flagged, you will be contacted by the sanitarian and a re-inspection fee must be submitted to the health department prior to the site visit.
5. Add contractor information in the appropriate field if you have selected one.
6. Submit the required fee with the application. Make checks payable to District Health Department #10 or DHD#10. (APPLICATIONS WITHOUT A FEE WILL BE RETURNED.)
7. Send the completed application (with payment) to the county office that the permit will be issued from. Office locations are listed on page 2 of the application.
8. It is necessary under Public Act 174 that utility lines also be marked prior to the site visit. This service is provided by Miss Digg. A locate request needs to be placed at least 3 business days prior to but no more than 14 days before the scheduled visit. Requests may be submitted by calling 811 or 1-800-482-7171; or online at www.missdig.org.

Once the properly completed application and fees have been received, a sanitarian will perform a field investigation to determine soil suitability and other factors pertinent to compliance with health code standards. It is not necessary for you to be present at the time of the site investigation. If conditions are favorable, a permit will be mailed to you. If you have any questions regarding this process, you may call or contact our office in person between the hours of 8:00 a.m. - 4:30 p.m. (8:30 a.m. - 5:00 p.m. for Mecosta County)



www.dhd10.org



healthdept10

OTHER PERMITS

Each location is a specific site and may require other permits not warranted by this department. These include but are not limited to: township zoning permit, soil and erosion permit, wetlands permit, driveway permit, etc. Please contact the appropriate agency for these determinations.

MINIMUM ISOLATION DISTANCE REQUIREMENTS		
ISOLATION FROM SEPTIC TANK		DISTANCE DRAIN BED **
Property Line	5 feet	10 feet
Basement Wall	10 feet	10 feet
Lake or Stream	50 feet	100 feet
Bank or Drop Off	10 feet	15 feet
Residential Well Only	50 feet	50 feet
Non-Community Well	75 feet	75 feet
Water Line	10 feet	10 feet
Swimming Pool	10 feet	10 feet

**The ZONING REQUIREMENTS OR RESTRICTIVE COVENANTS, OR RIVER ZONING MAY require greater distances, as well as requirements from other commercial facilities.

**DISPOSAL METHODS other than a drain bed may require greater isolation distances.

PLEASE SHOW THE FOLLOWING ON YOUR SITE PLAN

- A. The location of any existing building, wells, or sewage disposal facilities on the property, or on adjoining property if closer than 50' from your property.
- B. Show the location of the proposed new buildings, wells, sewage systems, drive ways etc. Identify well(s) and septic system(s) within 50 feet of property line.
- C. Please indicate any easement, utility lines, lakes, streams, ponds, etc.
- D. Indicate distances between wells and septic tanks, disposal fields, property lines, lakes, rivers, streams, drop offs, etc. and adjoining property within 50 feet of this site.
- E. Please show the measurements of the width and depth of your property and indicate how many acres therein.

YOUR SITE PLAN DRAWING SHOULD BE LEGIBLE AND RESEMBLE THE EXAMPLE SHOWN BELOW.

EXAMPLE OF PROPERLY COMPLETED SITE PLAN

Site Plan

Show as much detail as possible on the site plan.

Please Include:

1. Prominent landmarks on or nearby the site (surface waters, fences, large trees, buildings, neighboring houses, etc.
2. Site boundaries
3. Show location of buildings and drives.
4. Show location of well and/or sewage treatment system.
5. Indicate North

Map to Property
(Closest major cross road/streets)

The diagram shows a central rectangle labeled 'Site'. To its north is the word 'North', to its south is 'South', to its west is 'West', and to its east is 'East'. A horizontal line representing a street is labeled '76th Street' and is positioned below the site, with the word 'South' written below the line.

Property Line

The diagram shows a rectangular property boundary. At the top is a north arrow labeled 'N'. Inside the property, from top to bottom, are a 'drainfield' (represented by a square), a 'septic tank' (a smaller square below the drainfield), a 'house' (a rectangle), and a 'garage' (a rectangle) with a 'driveway' (a line) leading to it. To the right of the house and garage is a 'well' (represented by a circle). At the bottom of the property is a horizontal line labeled '76th Street'. The left and top boundaries are labeled 'Property Line'.

Indicate Scale (Square X Ft.)

Directions to and/or description of property
 Follow M-37 south of Baldwin and travel to
76th Avenue. Turn right and travel 1 ½ miles –
site on north side of road

I, the owner or the owner's representative, agree to allow the representative of the District Health Department #10 access to the described parcel to perform necessary test, and observations. The above information is true and correct to the best of my knowledge, I agree to install any permitted water supply and/or sewage treatment facility in accordance with the District Health Department #10 Environmental Health Code and applicable State Law.

John Doe
Signature

January 31, 2021
Date