



## Conventional Septic Systems: Plot Plan Checklist

**Note:** A plot plan must be drawn to engineering scale of 1"=20', 1"=30', 1"=40', 1"=50', or 1"=60'. The submittal must be a PDF document in black ink. The following information is required. If any of this information is missing or does not conform to the Arizona Administrative Code, your application will be considered incomplete and may be returned to you causing a delay in processing.

Parcel Number: \_\_\_\_\_

		The scale used and "North" must both be clearly indicated.	
		Property dimensions including easements must be clearly shown. If you have large acreage, the grid inset in the upper right-hand corner of the plot form may be used to show the lot boundaries and the detail of the disposal location is to be shown on the plot layout. AAC R18-9-A309(B)(2)	
		Slope must be clearly indicated. AAC R18-9-A309(B)(2)	
		The location of the soil profile ("test") holes and perc holes must be shown for both the primary disposal area and the 100% reserve area. The entire disposal area must be constructed in the location of the test holes. AAC R18-9-A309(B)(2).	
		The length and slope of the building sewer line (from house to tank) must be shown. Avoid right angle bends in sewer line. AAC R 18-9-A312(C)	
		The septic tank must be shown. It must meet ADEQ requirements. AAC R18-9-A309(B)(2)	
		The length of the outlet line (from tank to disposal area) must be shown. There should be a minimum separation of 5 feet from the tank to the disposal area. AAC R18-9-A309(B)(2)	
		The location and length of the leach lines (or other disposal) must be shown. AAC R18-9-A309(B)(2)	
		A distribution box is required if there are two or more disposal lines. Multiple lines shall be of equal length where possible. AAC R18-9-E302(C)(d).	
		The distance between multiple disposal lines must be 5' or twice the effective depth, <i>whichever is greater</i> . AAC R18-9-A309(B)(2), AAC R 18-9-E302 (C)	
		A 100% replacement area for disposal area must be shown in detail. AAC R18-9-A309B.2.b.iv. and A310 (F)(1) and (3)	
The location of these features must be shown, if present, AND the minimum setbacks must be met and clearly indicated: AAC R18-9-A309(B)(2)		water mains (10 feet)	driveways (5 feet)
		water service lines (5 feet)	other paved areas (5 feet)
		other utilities (not to cross over septic tank or disposal area)	structures (10 feet)
		road cuts, ditches, and culverts (15 feet)	washes and drainage easements greater than 20 acres (50 feet)
		Easements (5 feet)	Swimming pools (5 feet)
		wells (including those on adjoining properties) (100 feet)	waterways (100 – 200 feet)
		property lines with well (50 feet)	property lines with community water (5 feet)
		Inspection pipes must be shown at the ends of the leach lines. AAC R 18-9-A301(D)(2)	
		The plot plan must have a signature. Yavapai County Planning and Zoning Ordinance Section 205 (F)(3)(K)	

Shaded areas are for YCDS use.