

Septic System Permit Application

(Notice of Intent to Discharge)

(Fees: \$550.00 for residential, \$750.00 fee for commercial, \$320.00 fee for tank only or repair permit.)

Date of Application: _____ **Assessor's Parcel Number (APN):** _____

Permit is for: ☐ New System ☐ Repair to Existing System (Other Permit Numbers: _____)

Permit Type: ☐ Residential ☐ Commercial ☐ Tank Only

I. Property/Project Description (to be completed by applicant):

Property Street Address:	Facility Owner/Contact Person for System Operation
Subdivision:	Current Mailing Address:
Lot Number:	Phone Number(s):
Latitude and Longitude of Disposal Area: N: _____ W: _____	
Property receives water by: <input type="checkbox"/> Individual Well <input type="checkbox"/> Shared Well* <input type="checkbox"/> Public Water System <input type="checkbox"/> Hauled to Property	
* Provide shared well agreement if septic system will be less than 50' from a property line	

II. Applicant/Contact Information:

Name:	Mailing Address:
Email address:	Phone:

Certification (to be completed by the Facility Owner as indicated in Section I)

I, _____, certify that this Notice of Intent to Discharge and all attachments were prepared under my direction or authorization. I also certify that the on-site wastewater treatment facility described in this form is designed and will be constructed and operated in accordance with all applicable requirements of Arizona Administrative Code R18-9- Article 3 including specific terms of this permit.

Signature: _____ Date: _____

Assessor's Parcel Number (APN): _____

III. Proposed Septic System Design:

- Required 8 ½" X 11" Floor Plan for residential projects-Attached
- Sizing Calculations for Commercial Systems- Attached

Determining Fixture Count					
Residential Fixture Type	Fixture Units	X	Qty	=	
Utility tub or sink	2	X		=	
Sink (bar)	1	X		=	
Kitchen Sink w/Dishwasher	2	X		=	
Dishwasher-additional	2	X		=	
Sink (Double-as in master bath room)	1	X		=	
Sink	1	X		=	
Clothes Washer	2	X		=	
Shower (single stall)	2	X		=	
Bathtub	2	X		=	
Toilet 1.6 gal per flush (gpf)	3	X		=	
TOTAL					

Circle bedrooms & appropriate design flow (Criteria for Septic Tank Size and Design Flow)			
Number of Bedrooms	Fixture Count	Minimum Design Liquid Capacity Tank (gallons)	Design Flow (gal/day)
1	7 or less	1000	150
	More than 7	1000	300
2	14 or less	1000	300
	More than 14	1000	450
3	21 or less	1000	450
	More than 21	1250	600
4	28 or less	1250	600
	More than 28	1500	750
5	35 or less	1500	750
	More than 35	2000	900
6	42 or less	2000	900
	42 or more	2500	1050

Tank Size:	SAR (g/day/sq. ft.):	Disposal Area (sq. ft):	Perc Rate (MPI):
Cover (ft.):	Total Depth (ft.):		
<input type="checkbox"/> Rock Depth (ft.):	Trench Width (ft.):	Sq. Ft. per Linear Ft.:	Linear Length (ft.):
<input type="checkbox"/> Chambers	Manufacturer-Model:	Number of Chambers:	
<input type="checkbox"/> EzFlow	Infiltrator Model	Number of Bundles and Lineal length:	

IV. List of Materials, Components, and Equipment for Conventional Septic Systems required by R18-9A309(B)(4)

_____ ea _____-gallon septic tank with effluent filter meeting the requirements of Arizona Administrative Code (A.A.C.) R18-9-A314.

_____ ea Riser with cover, or equivalent, meeting the requirements of A.A.C. R18-9-A314(1)(d).

_____ yd3 Pea gravel or equivalent bedding for septic tank per manufacturer. R18-9-A314(3)(d)(2).

_____ yd3 Aggregate that is clean graded hard rock, volcanic rock or gravel of uniform size between ¾ and 2 ½" in diameter washed or prepared to be free of fine materials

_____ ea. Chambers- Model: _____ Brand: _____

_____ ea. EzFlow-Model: _____ EzFlow Internal Pipe Couplers _____ ea

_____ feet Distribution pipe (solid pipe)*

_____ ea. Distribution box with seals, minimum of 2 outlet holes.

_____ feet Perforated pipe: Material _____; diameter _____, ASTM D2729, and fittings.*

_____ feet Landscape filter or Geotextile material.

*Note: SDR-35 "high strength" pipe required for use when pipe is greater than 2' below grade.

Conventional Septic Systems: Plot Plan Checklist

Note: A plot plan must be drawn to an 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 corrections may be requested causing a delay in processing.

Parcel Number: _____

	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 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), AAC R18-9-A312(A)(2)
	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)
	The distance between multiple disposal lines must be 5' or twice the effective depth, whichever is greater. 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-A310 (F)(1) and (3)

	The location of the soil profile ("test") holes and perc holes must be shown for both the primary and disposal area and the 100% reserve area. The entire disposal area must fit inside a 30' radius of the test holes. AAC R18-9-A310(F)(3)
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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), AAC R18-9-A312 (C)	water mains (10 feet)	driveways (5 feet)
	water service lines (5 feet)	other paved areas (5 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)
	other utilities (not to cross over septic tank or disposal area)	structures (10 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)	



**Yavapai County Coordinated Permit Process
Plot Plan Sketch and Affidavit**

I certify that I am authorized by the property owner to make this application, that all information provided for this application is correct and that this plot plan, as part of the permit, indicates all structures (including fences, walls, and pads), correct property and building dimensions; setback distances; legal access and easements; road cuts; walls and/or any water course (including washes, drainage ditches etc.) on or within 50' ; 100' and 200' respectively of the property. We agree to conform to all applicable laws of this jurisdiction.

Signature _____

Date _____

Area Map for parcels exceeding 2
acres or with dimensions over 300' .

Must be drawn to scale per checklist on back of this form.

Document #

Sec

Twn

Rng

A P N

Zoning: _____

Stories: _____

Height: _____

Slope: _____%

FY: _____

RY: _____

EY: _____

IY: _____

LC: _____

Lot Area _____

Lot % _____

Density
Used: _____

Scale: _____

North
Arrow

LAND USE
APPROVAL BY:

DATE:

TOTAL SHIELDED LUMENS:

YAVAPAI COUNTY DEVELOPMENT SERVICES
DIRECTIONS TO SITE

Instructions: An actual detailed line map along with written directions is needed. *Add any significant buildings, landmarks, main highway, mileage markers, street names, cross streets and north arrow.* If the map is not adequate, it could cause a delay in inspecting your project. Please provide a contact phone number for difficult to locate parcels:

_____	_____	_____
ASSESSOR'S PARCEL NUMBER	ADDRESS	Contact Phone #

Written Directions: (Example: Highway 69 to Cordes Jct., right onto Stagecoach, turn right at Maverick ½ mile...etc.
