

Sanilac County Health Department

171 Dawson Street, Suite 123, Sandusky, MI 48471 (810) 648-4098 Ext. 124 Fax (810) 648-2646

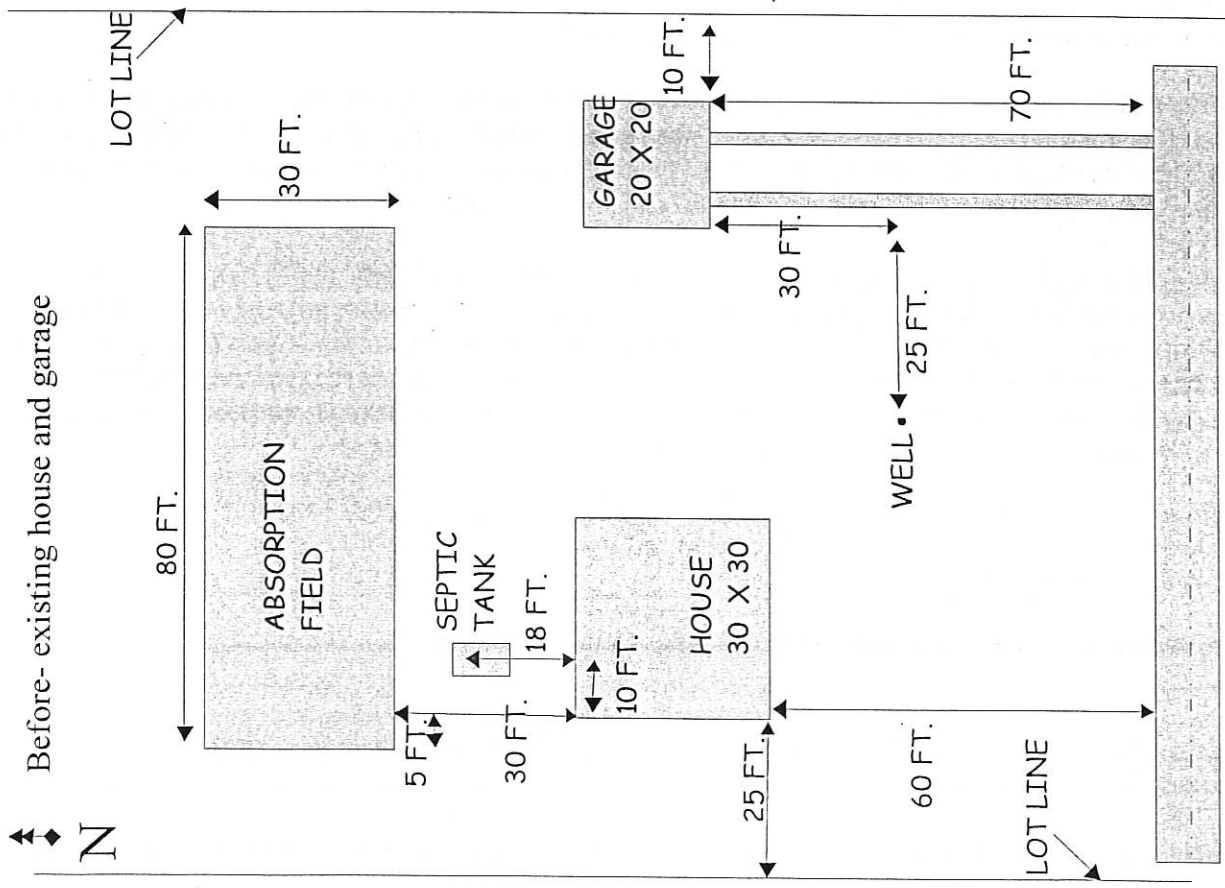
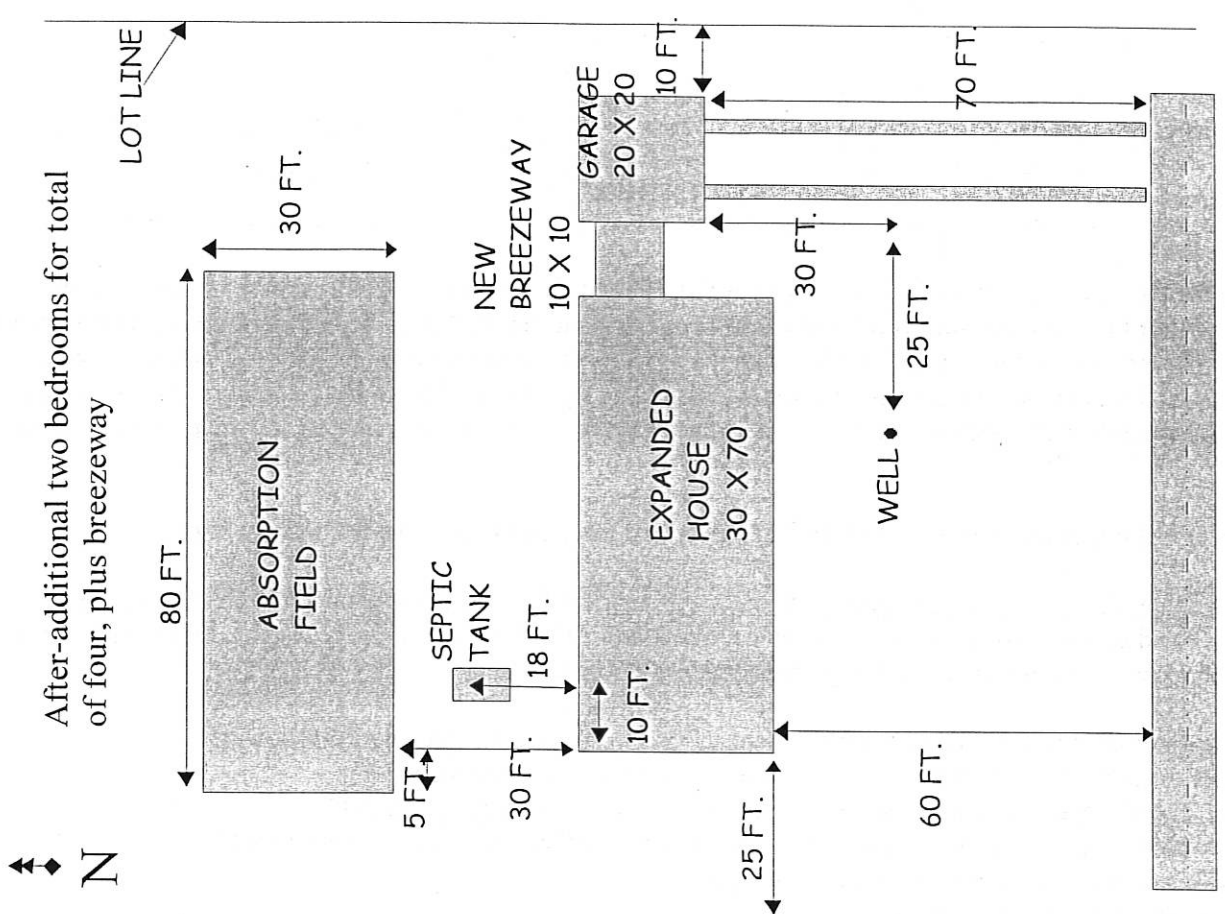
DIRECTIONS FOR SUBMITTING AN APPLICATION FOR EVALUATION OF AN EXISTING WATER SUPPLY AND/OR SEWAGE TREATMENT/DISPOSAL SYSTEM

1. Complete the attached application form, indicating which evaluation is needed, and the purpose of the evaluation. **The application cannot be processed unless it is fully and properly completed, the fee is paid, and an adequate site plan is provided.** The Property Identification Number from the property tax statement must be provided before the application can be processed. This number is available from the Equalization Department. Health Department records are kept by township, section number, and address. Providing the name of the previous owner or builder may help in the record search process.
2. Make sure directions to the property are clear, and ensure that the property has a visible address sign.
3. Provide accurate, detailed, scaled site plans with measurements for the property, including the existing structures, driveways, well and sewage system locations, any pond, barns, etc. The locations of the sewage treatment/disposal system and the well must be shown with two right angle measurements from a landmark.
3. For evaluation of an existing sewage treatment/disposal system and water supply do the following:
 - a. Uncover the septic tank lid at the outlet end and have it loosened for removal.
 - b. Dig a 12" x 12" opening down to the pipe at the four corners of the absorption field.
 - c. Expose the inlet and outlet pipes at the septic tank, and where the outlet pipe connects to the header.
 - d. It may be necessary to have the septic tank pumped.
 - e. Identify the location of the well.
 - f. Provide access to the location of the pressure tank and sampling tap.
4. NOTE: If the request is to use the existing water supply or sewage treatment/disposal systems with a replacement home, an addition/remodel to the home, or the construction of a pool, garage, pole barn, etc., an additional site plan is required that shows the extent and location of all proposed changes. Plans must show the location of any existing well and septic systems, existing and proposed structures, road right of way, and property boundaries.
5. Notify the Department when the property is ready for evaluation. Note: an additional fee will be charged if the sewage treatment/disposal system has not been adequately exposed, or if the property is otherwise not ready for inspection, making a second site visit and re-inspection necessary. Allow a minimum of two weeks for our department to respond to your application and send you the results. Adverse weather conditions or lack of an accurate site plan, required information or preparation of the site may delay the inspection. Please be advised that it is the applicant's responsibility to ensure that the site is ready for inspection, if it is not, the applicant will be charged a re-inspection fee.
6. Ensure that the proper payment is enclosed with the application form and site plan.

Application costs are as follows:

- | |
|---|
| <ul style="list-style-type: none">• Water Supply and Sewage Treatment/Disposal System Evaluation:
• Child Care/Foster Child Care/Adult Foster Care: Contact the Health Department for current pricing. |
|---|

See back of page for an example of an acceptable site plan. Keep this sheet for future reference; do not return instruction sheets to the Health Department.



EXAMPLE OF AN ACCEPTABLE BEFORE AND AFTER SITE PLAN