

## **SITE REVIEW APPLICATION INSTRUCTIONS**

Complete the application as completely as possible, missing information may cause a delay in processing your application.

With the application submittal, please complete the following tasks:

- 1.) Submit a completed "Site and Soil Evaluation for Sewage Treatment and Dispersal" form that has been completed by a qualified soil evaluator.

### **IF THIS LOT HAS BEEN PREVIOUSLY APPROVED BY THE GREENE COUNTY COMBINED HEALTH DISTRICT NO SOIL EVALUATION IS NECESSARY.**

- 2.) Submit a scaled site drawing. The drawing shall include the following information:
  - a. The dimensions of the lot or the proposed lot, a copy of survey is helpful
  - b. Any existing dwellings and/or structures and any proposed dwellings and/or structures if known (including location of proposed driveways, setbacks from road and distances from property lines)
  - c. The location of any existing site disturbances, existing driveways and other items such as building slabs, patios, parking areas, and any proposed items or related site disturbances if known
  - d. Location of all private water systems (ex. wells, cisterns, hauled water storage tanks, etc) and surface water features (ex. creeks, streams, ponds, ditches etc) on the lot and within fifty feet of the lot boundary, or within fifty feet of the proposed sewage system location
  - e. North orientation arrow

The following information is required when submitting a site and soil evaluation form from a soil evaluator for a new lot.

- a. Designation of the described soil boring and/or excavation locations;
  - b. Drawings and dimensions of at least two locations on the site that have been evaluated and determined to be adequate for the placement of a sewage treatment system.
- 3.) Provide a copy of the proposed house plan showing each level of the house.
- 4.) The lot must be marked with a sign which is clearly visible from the road.
- 5.) The house location and any accessory building sites must be staked. Make sure the stakes are 3-4' tall and well marked.
- 6.) The area around the proposed house location and the possible sewage system area must be cleared of tall grass, weeds, brush or crops before the site can be evaluated.