



# Skamania County Community Development Department

Skamania County Courthouse Annex  
Post Office Box 790  
Stevenson, Washington 98648  
509 427-3900 FAX: 866 266-1534

## SEPTIC PROCESS

### Section I. Overview

#### 1. Application:

- a. The completed application (see instructions below) must be submitted to Skamania County Community Development Department (SCCDD), PO Box 790, Stevenson, WA 98648 or hand delivered to Skamania County Courthouse Annex at 170 NW Vancouver Avenue, Stevenson, WA 98648.
- b. The non-refundable Site Evaluation Fee must accompany the completed application.
- c. If the property is within the National Scenic Area, the NSA application process must be completed prior to beginning any work on the septic application.

#### 2. Critical Area Review:

- a. The Skamania County Community Development Department (SCCDD) will conduct a critical area review to determine if any critical areas are present on the property. Critical areas include the following areas and ecosystems: Wetlands, areas with a critical recharging effect on aquifers used for potable water; fish and wildlife habitat conservation areas; frequently flooded areas; geologically hazardous areas; and ponds, lakes, streams, creeks, and rivers.
- b. The applicant may be required to hire geologists, hydrologists, biologists or other engineers to adequately review the property.

#### 3. Site Evaluation:

- a. Site Evaluation fee – A site visit will not be scheduled unless a complete application is submitted and the required non-refundable fee has been paid.
- b. Soil test pits – No pits shall be dug before application submittal due to the possibility of critical areas or location within the National Scenic Area boundary line. We will notify you when you are allowed to dig your soil test pits.
- c. Site Evaluation results – The Environmental Health Specialist will complete a field report and summary letter, which will be sent to the property owner, following a site visit to determine what type of septic system is required.

- d. The site evaluation results are valid for **TWO YEARS**. Modifications to the site, including grading or filling after the evaluation may cause the site approval to become void before the two-year timeframe.

#### **4. Design Plan Review:**

- a. Information contained in the field report and summary letter is used to design the septic system. A list of licensed designers is available from the SCCDD.
- b. The plan or design for the recommended septic system must be submitted to SCCDD along with the non-refundable Plan Review and Permit Fee.
- c. The Environmental Health Specialist has 14 days to review the septic system design plan.

#### **5. Permit/Plan Approval:**

- a. A septic permit will be issued following review and approval of the septic design. The permit is valid for **TWO YEARS**.
- b. The signed permit and original approved designs will be sent to both the property owner and designer, indicating the approval to proceed with installation of the septic system.

#### **6. System Installation:**

- a. A list of approved, licensed septic installers is available at SCCDD for use in selecting a septic system installer.
- b. A property owner may decide to install his or her own system. To do so he or she must first pass the Self-Installer Test. For more information, call (509) 427-3900.

#### **7. Submittals:** Upon completion of the septic system installation the following must be submitted to Skamania County Community Development.

- a. Blue Tag – for “alternative septic systems” (septic systems that are not standard gravity systems) the Designer must complete and submit a Blue Tag indicating approval for any pressure distribution system or any higher treatment level system.
- b. As-Built – the Installer must complete and submit an As-Built Sketch of the septic system on the property for any type of system installed.

#### **8. Final Septic System Approval:**

- a. Following receipt of the Blue Tag (if applicable) and As-Built Sketch, SCCDD will schedule a final septic installation inspection by the Environmental Health Specialist.
- b. SCCDD will provide a letter of approval, along with copies of the final As-Built Sketch to the property owner, installer and the Skamania County Building Division.

## Section II. SEPTIC APPLICATION INSTRUCTIONS

**1. Contact person:** Property owner and applicant, if different

**2. Contact information:** Complete mailing address and telephone number(s) are required.

**3. Assessor's Tax Lot Number (14 digits):** The Tax Lot # is required. This can be obtained by calling the Skamania County Assessor's Office at (509) 427-3720; or by using the Assessor's web site at <http://skamaniawa.taxesifter.com/taxesifter/disclaimer.asp>.

**4. Site Address:** Most new sites do not have an existing address. Instead, enter:

- a. The road on which the property is located
- b. The estimated mile post
- c. Nearest cross road

**5. Plan (see the attached form for a full list of site plan requirements):**

- a. A site plan must be provided showing property lines and adjacent county roads.
- b. Note "North" with an arrow on the map.
- c. All items, proposed or existing, on the property must be included.
- d. As the plan is drawn, check off boxes on the enclosed form.

**6. Water Source:** Indicate the water source that will serve the development. If is not a public water system, a Water Availability Verification Evaluation (WAVE) is required before a building permit can be issued. Contact SCCDD for the WAVE Application packet.

**7. Short Plats:** For short plats and subdivisions, each lot requires a separate site evaluation application and will be assigned a separate file number.

## **Section III. SITE EVALUATION PREPARATION**

### **1. Soil test pits:**

- a. Two (2) test pits must be provided in the primary drainfield area, and two (2) additional holes must be provided in the reserve areas. Test pits should be no less than fifty feet (50') apart, and not more than one hundred feet (100') apart.
- b. Additional holes are encouraged in other areas of the site for potential consideration as drainfield locations. Doing so creates more options for locating a septic system on the property and may also result in the discovery of soils that would accommodate a less costly system.
- c. Before water or an impervious layer (solid rock) is encountered, soil test pits of at least 60 inches are required (72 inches is preferred).
- d. Mark the test pits with blue flagging tape.
- e. Put a sign with the name of the Applicant where the property meets the County road. Put flagging on the sign to make it easily visible.
- f. If easement road, place sign where the easement road meets the County road, then place another sign where property meets the easement road.
- g. On multiple lots, identify lot numbers.
- h. On lots where difficult or complex conditions exist, a licensed designer or installer may need to be consulted.

### **2. Drainfield:**

- a. Sufficient area is needed for the drainfield, and an equal amount for a drainfield replacement area must be available for future use.
- b. Overall slope in the proposed drainfield area must not exceed 45 percent (24 degrees)
- c. Drainfield sites must be a minimum of 25 feet from slopes greater than 100 percent (45 degrees or 1:1).

### **3. Setbacks:**

- a. A 100-foot setback from all wells or bodies of water (streams, ponds, seasonal water, etc.) is required.
- b. In some cases, a setback greater than 100 feet from wells and surface water may be required (see critical area review in Section 1).

