FULTON COUNTY DEPARTMENT OF HEALTH AND WELLNESS

DATA REQUIREMENTS – COMMERCIAL ONSITE SEWAGE MANAGEMENT SYSTEM

NAME OF COMMERCIAL DEVELOPMENT: _____

STREET ADDRESS/ LOCATION: _____

L.L./DIST./SECTION: _____

DEVELOPER/OWNER NAME: _____

DEVELOPER/OWNER ADDRESS: _____

DEVELOPER/OWNER TELEPHONE NUMBER: _____

CONSULTANT FIRM ADDRESS: _____

CONSULTANT ADDRESS: _____

CONSULTANT TELEPHONE NUMBER: _____

CONTACT: _____

HEALTH DEPARTMENT REPRESENTATIVE: _____

I. PROCESSING PROCEDURES

DATE

_____ 1. Receive preliminary boundary/development information from consultant/developer, post development on commercial development list (continuously update).
_____ 2. Send water and sewer availability information request to Public Works.
_____ 3. Receive water and sewer availability information from Public Works, review sewage flow and distance requirements-TABLE A (Require correction as necessary-delete remaining review process).
_____ 4. Receive data submitted from consultant including fees.
_____ 5. Office review of data.
_____ 6. Field review of data.
_____ 7. Advise consultants of data revision, omissions, etc.
_____ 8. Review of data resubmittal (as necessary).
_____ 9. Approve plans.
_____ 10. Issue permit(s) to construct OSMS and notify Building Department of our required stub-out approval via the standard memo.
_____ 11. Establish lot as a legal lot of record.

PHASE I INSPECTION

_____ 12. Consultant verifies in writing that all grading is complete and in accordance with plans (when grading is shown on plans where system is to be installed).

PHASE II INSPECTION

_____ 13. Consultant/Contractor obtains Health Department approval of stub out locations and elevations in accordance with pre approved plans (Plumbing Department should contact Health Department prior to its finalizing approval of rough-in plumbing). This stub-out plumbing must be approved by the Health Department prior to any concrete slabs, etc. being poured or constructed over and around plumbing. When stub-out is approved, development is deleted from standard stub-out memo.

PHASE III INSPECTION

_____ 14. Consultant and Health Department conduct a joint inspection (if possible) of all system appurtenance locations and elevations to insure compliance with the regulations and in accordance with the approved plans.

_____ 15. Consultant/Contractor contacts Health Department for final approval of field line installation.

_____ 16. Health Department receives "as-built" plans for OSMS (as required).
_____ 17. Upon Health Department final approval of the OSMS, "Hold" on occupancy or permanent power is released.

II. GENERAL INFORMATION

A. FEES

Initials

_____ 1. Amount Received _____

_____ 2. Receipt Number _____
_____ 3. Date fee remitted _____
_____ 4. Fees received by _____

B. DATA DOCUMENTS REQUIRED

_____ 1.Site Plan - 4 copies
_____ 2.Soil Data Record - 2 copies
_____ 3.Engineer's Report - 2 copies (as required)
_____ 4.Letter of intent from owner stating proposed use of property including maximum number of employees, customers, hours of operation, etc. - 2 copies.

III. SITE PLAN

Initials

_____ 1. Development Name
_____ 2. Name, address and telephone number of Owner including name of contact.
_____ 3. Name, address and telephone number of Consultant(s) including name of contact and appropriate stamps.
_____ 4. Land lot, district and section of development.
_____ 5. Land lot and district lines.
_____ 6. Property (lot) lines including bearings and distances, property corners, etc.
_____ 7. Lot and block numbers (where applicable).
_____ 8. Gross project site area in square feet.
_____ 9. Usable project site lot area in square feet.

_____10.PUBLIC EASEMENTS
- _____a) Name of entity, designee or appropriate governmental jurisdiction.
- _____b) Type or use of easement
- _____c) Construction width (size)
- _____d) Permanent width (size)

_____ 11.PRIVATE EASEMENTS
- _____a)Name of entity, designee
- _____b) Type or use of easement
- _____c) Construction width (size)
- _____d) Permanent width (size)

_____12. BUFFERS
- _____a)Undisturbed (no onsite system allowed)
- _____b)Landscaped or planted (onsite system allowed)

_____13. Drainage structures and piping including proposed ditches, storm sewers and swales, etc.
_____14. Location sketch of development.

_____15. Benchmark identification, location and elevation.
_____16. Existing topography based on MSL - maximum 5' contour interval (dashed lines) unless field run topo is required at 2' intervals.
_____17. All proposed topography based on MSL - maximum 5' contour interval (solid lines) unless field run topo is required at 2' intervals.
_____18. 100 year flood plain limits including non studied areas.
A. Adjustments to FEMA, etc. limits shown (including approval by appropriate governmental entity)
B. 100 year storm elevation in retention pond(s).
_____19. Parking and access, loading areas, docks, etc.
_____20. Dumpster pad location including pit.
_____21. Percolation tests (See Section VI of the checklist).
_____22. Borings (See Section VII of the checklist).
_____23. North arrow.
_____24. Drawn to scale (min. 1"=50') w/scale indicated including graphic scale.

_____25. BUILDINGS AND STRUCTURES
_____a)Total area in square feet (including total based on number of floors).
_____b)Breakdown of areas by use with totals (i.e. retail, warehouse, office, etc.)
_____c)Dimensions and tie downs to property lines.
_____d)Finished floor elevation(s).
_____e)Stub out elevation(s) and location(s).
_____f)Separate areas to be plumbed including uses and flows (if split system).
_____26. Location and identification of water supply.

IV. SYSTEM DESIGN AND LAYOUT

Initials
_____ 1. SEWAGE FLOW
_____a)Review of Letter of Intent data (as necessary).
_____b)Maximum occupancy of structure(s) (itemized with separate uses) stated on plans.
_____c)Calculations of maximum anticipated average daily sewage flow (itemized with separate uses) shown on plans.

_____ 2. SEPTIC TANK
_____a) Size of tank(s) based on maximum anticipated average daily sewage flow (site plan and detail).
_____b) Detail of tank(s) drawn to scale <u>if tank(s) are not standard size precast tanks</u>.
_____c) Dimensions of tank(s) including actual liquid level capacity (detail).
_____d) Critical elevations of tank(s) including top, invert in, invert out, connection pipe (series) (site plan and detail).
_____e) Maximum tank size 10,000 gallons, minimum 750 gallons.
_____f) Tanks in series shall be equal in size (site plan and detail).
_____g) Tank(s) from approved manufacturer.
_____h) Tank located in accordance with Table C - Separation Distance Requirements.
_____i) Tank not located in fill area or on fill material.
_____j) Cover over tank is 12"-24".
_____k)Tank not located in flood plain nor in area subject to local ponding/flooding.
_____l) Not in any easement or undisturbed buffer.

_____3. FIELD LINE

_____a) Calculations for size of absorption field area based on maximum anticipated average daily flow and percolation test results (shown on plans).

_____b) Absorption field description (standard, double wide etc.)

_____c) Layout of entire system including reserve area (dashed)including method used (level, distribution box, etc.) NOTE: RESERVE SYSTEM IS SAME SIZE AS INITIAL SYSTEM.

_____d) Total length of field line and total area in square feet.

_____e) Individual length of runs of field lines. Minimum 50' runs of field lines.

_____f) Field line trenches at least 7' apart.

_____g) Parallel to contours (finished or existing as appropriate).

_____h) All dimensions of system layout including distances to property lines, structures, etc.

_____i) Maximum area of field for one system is 9,000 square feet, minimum 300 square feet.

_____k) Located in accordance with Table C - Separation Distance Requirements.

_____l) 30" minimum to 48" maximum depth (standard system).

_____m) Not located in flood plain nor in areas subject to ponding/flooding.

_____n) Not in any easement or undisturbed buffer.

_____o) In existing areas with slopes greater than 20%, show benching (finished contours).

_____p) At least 5' from septic tank(s).

_____q) Show roadway crossings, length, pipe material, size, etc.

_____r) Not installed in areas with percolation test rates exceeding 90 min./inch.

_____s) Not covered by parking, roadways, structures, etc.

_____4. CONDUIT

_____a) Sized to accommodate maximum anticipated daily sewage flow (show calculations).

_____b) Materials specified meeting national standards.

_____c) Piping under roadways, driveways, shall be min. Schedule 40 PVC.

_____d) Gravity flow piping shall be at a grade of not less than 1/8"/foot.

_____e) Minimum 18" cover.

_____f) Exposed conduits shall be ductile iron, properly supported and insulated.

_____g) Conduits between all structures and system appurtenances. shall be sized, material specified, grade and inverts shown (site plan and on appropriate details).

_____h) Clean outs required on building sewer lines (one per 100') and at bends.

_____5. GREASE TRAP

_____a) Size of trap indicated in gallons (show calculations).

_____b) Detail of grease trap drawn to scale including tees, baffles, etc.

_____c) Dimensions of trap including actual liquid level capacity(detail).

_____d) Critical elevations of trap including top, inverts, (site plan and detail).

_____e) Minimum capacity 125 gallons.

_____f) Trap not located in fill area or on fill material.

_____g) Cover over trap is 12"-24", easy access for cleaning.

_____h) Required for all food service establishments and non-residential kitchens.

_____i) No human waste passes through trap.

_____6. DOSING TANK-(Required when ft5 of system exceeds 1500ft5)

_____a) Size of tank based on volume of field lines (show calculations - 60%-75% volume of lines).
_____b) Detail of tank(s) drawn to scale.
_____c) Dimensions of tanks including actual liquid level (detail).
_____d) Critical elevations of tank including top, inverts, (detail and site plan).
_____e) Siphon and discharge piping size (show calculations) on detail and site plan.
_____f) Not located in fill area or on fill material.
_____g) Cover over tank is 12"-24".
_____h) Required when system has more than 1500 square feet of field area.
_____i) Alternating siphons required when system has more than 3000 square feet of field area.

_____7. DISTRIBUTION BOX
_____a) Capacity sufficient to accommodate flow from pump cycle or dosing tank (demonstrated in field and calculations shown on plan).
_____b) Detail of box drawn to scale <u>if not standard precast box.</u>
_____c) Dimensions of box including actual liquid level (detail).
_____d) Critical elevations of box including top and pipe inverts, (detail and site plan).
_____e) Not located in fill area or on fill material.
_____f) Cover over tank is 12"-24".
_____g) When central distribution box is proposed, show all above info.
_____h) 4" slab that extends 6" beyond box (on detail).
_____i) Incoming line with submerged elbow.
_____j) Correct number of discharge lines (matches layout) on detail.
_____k) Lines watertight and level at least 2' from box, then 1/8"/foot grade thereafter.
_____l) Equal absorption trench areas 600 ft. max.)

_____8. SEWAGE LIFT PUMP
_____a) Capacity of pump chamber (lift station, manhole, tank, etc.) based on peak hourly demand (show calculations), pump <u>not</u> located in septic tank.
_____b) Pump specifications and curves based on peak hourly demand and head calculations (static and friction), show calculations.
_____c) Sewage lift pump(s) only - no sump pumps.
_____d) Grinder pump(s)allowed if approved by Health Department.
_____e) Alternating pumps required on systems with more than 3000 square feet of field area.
_____f) Back-up pump recommended.
_____g) Detail of pump chamber drawn to scale.
_____h) Dimensions of pump chamber.
_____i) Critical elevations of pump chamber including top, bottom, pipe inverts, drawn down and all liquid levels including alarm level.
_____j) Piping sizes, material, specs, etc. (show calculations).
_____k) Pump controls, level control switch.
_____l) Warning buzzer and light.
_____m) Check valve on discharge line.
_____n) Vent, manhole cover.
_____o) Emergency bypass plumbing to absorption pit or detail of emergency capacity in tank.
_____p) Absorption pit including location, capacity etc. (show calculations).
_____q) Absorption pit minimum 6' deep, minimum 12" cover with geotextile fabric and aluminum foil.
_____r) All other material specifications and warranties as applicable.

V. SYSTEM PROFILE (as required)

_____1. Vertical and horizontal scale shown.
_____2. Drawn to scale.
_____3. System profile shown from structure (stubout) to distribution box(es).
_____4. Critical inverts and elevations shown on the following must match details and site plan.
_____a) Finished floor(s) of proposed structure(s).
_____b) Stub out(s) of structures.
_____c) Septic tank(s).
_____d) Pump chamber (when applicable).
_____e) Dosing tank(s).
_____f) Distribution box(es).
_____g) Absorption field lines when area is to be graded.

_____5. Existing ground profile (dashed) must match existing contours on site plan.
_____6. Proposed (finished) grade profile - must match finished contours on site plan.
_____7. Sewage conduits (piping) in system including:
_____a) Size
_____b) Slope or grade (minimum 1/8"/foot).
_____c) Inverts at appurtenances in system.
_____d) Pipe material.
_____e) Minimum cover 18".

_____8. System appurtenances are identified including sizes.

VI. PERCOLATION TESTS

A. FIELD DATA
Initials

_____1. Minimum number of tests for each proposed system based on field area in square feet:
_____a) 0-l500s.f. - 3 tests.
_____b) 1501-3000s.f. - 5 tests.
_____c) 3001-6000s.f. - 6 tests
_____d) 6001-9000s.f. - 7 tests

_____2. Located in area(s) proposed for initial and reserve systems as shown on site plan.
_____3. 30" - 48" depth in areas with a slope of 20% or less (existing ground only - no grading proposed).
_____4. In areas to be graded, tests shall be performed at the same elevation as the bottom of the proposed absorption field trench.
____5. Test holes flagged for easy location.
____6. Test holes numbered the same as on the site plan and soil data record.
____7. Test holes properly prepared, 4" diameter, with reference mark.
____8. Test holes are not in easements, flood plains or within min. separation distances.
____9. Non test holes are flagged and identified.
___10. Failing test holes are flagged and identified.
___11. Test holes are at least 50' apart.

B. OFFICE DATA

_____1. Test holes numbered the same IS on soil data record and in field.
_____2. 30" - 48" depth in areas with a slope of 20% or less (existing ground only - no grading proposed).
_____3. In areas to be graded, tests shall be performed at the same elevation as the bottom of the proposed absorption field trench.
_____4. Test holes are not in easements, flood plains or within min. separation distances.
_____5. Depths of holes shown on soil data record and on site plan.
_____6. Soil data record development information complete.
_____7. Soil data record consultant information complete.
_____8. Non-test holes are located and identified on site plan.
_____9. Failing test holes are located and identified on site plan.
____10. Results of tests are shown on soil data record and on site plan.
____11. A table shown on the site plan indicating the following information for each test performed:
_____a) Test hole number.
_____b) Existing ground elevation at test hole location.
_____c) Proposed finished grade elevation at test hole location.
_____d) Elevation of bottom of test hole.
_____e) Depth of test hole.
_____f) Results of test expressed in minutes/inch.

VII. WATER TABLE AND ROCK BORINGS

A. FIELD DATA
Initials

_____1. Minimum number of borings for each proposed system is one per 3000 square feet of field area.
_____2. Located in area(s) proposed for initial and reserve systems as shown on the site plan.
_____3. 7' deep in areas with slopes of 20% or less (existing ground only - no grading proposed).
_____4. In areas to be graded, borings shall be performed at an elevation four (4) feet below the bottom of the proposed absorption field trench.
_____5. Borings flagged for easy location.
_____6. Borings numbered the same as on the site plan and soil data record.
_____7. Borings properly dug and left open for inspection.
_____8. Borings are not in easements, flood plains or within minimum separation.
_____9. Aborted borings are flagged and identified.
____10. Unacceptable borings are flagged and identified.
____11. Water table borings shall be checked at least 48 hours after borings are completed.

B. OFFICE DATA

_____ 1.Borings numbered the same as on the soil data record and in field.
_____ 2.Location in area(s) proposed for initial and reserve systems as shown on the general site plan.
_____ 3. 7' deep in areas with slopes of 20% or less (existing ground only - no grading proposed).
_____ 4.In areas to be graded, borings shall be performed at an elevation four (4) feet below the bottom of the proposed absorption field trench.

_____ 5.Borings are not in easements, flood plains or within minimum separation distances.
_____ 6.Depths of borings shown on soil data record and on site plan.
_____ 7.Aborted borings are flagged and identified.
_____ 8.Unacceptable borings are flagged and identified.
_____ 9.Results of test are shown on soil data record and on site plan.
_____ 10. A table shown on the site plan indicating the following information for each boring performed:

- _____a) Boring number.
- _____b) Existing ground elevation at boring location.
- _____c) Proposed finished grade elevation at boring location.
- _____d) Elevation of bottom of boring.
- _____e) Depth of boring.
- _____f) Results of boring (i.e. depth of water, no water, depth of rock, elevation at water table, elevation of rock, etc.)

III. ENGINEER'S REPORT - (may be on plan)

Initials

_____ A. DEVELOPMENT REVIEW - (as chart on plan)

_____1. Average slope of proposed area for initial system and reserve.
_____2.Presence of water table problem based on boring results and/or field observations.
_____3. Presence of rock problems based on boring results and/or field observations.
_____4. Presence of other adverse conditions (lake, streams, deep draws, springs, flood plain, etc.).
_____5. Presence of existing structures, wells, spring boxes, trashpits, OSMS, storm drainage, etc.).
_____6. Presence of soil percolation problems based on test results and/ or field observations. Description of soil types encountered via percolation tests and boring(s).

_____B. ENGINEERING ASSESSMENT, PROPOSED MODIFICATIONS AND REPORT AFFIDAVIT

The engineer or soil scientist that prepares and signs the report has personally evaluated the development and based on his evaluation and the test results is providing his personal professional opinion for the proposed use of an onsite system(s) specifying proposed system modifications (if any). The Health Department will contact this individual concerning any data requirements or report findings and recommendations.