

REVIEW DATE _____ **ADDRESS** _____

ENGINEER _____ **DATE OF PLAN** _____

CHECK LIST – DESIGN PLANS

	1. Original signature and seal of design engineer on each copy of plans (Blue print of seal and signature is unacceptable)
	2. Plan drawn to scale; 1" = 20' or 30' for residential lots; 1" = 40' or 50' for large projects such as schools, shopping centers. "Key or location maps may be inserted on large residential, industrial or commercial properties with proper scale addressing building and sewage disposal areas only
	3. Mailing address of engineer
	4. Lot size with dimensions of property lines
	5. Lot numbers or assessors map block and lot identification
	6. Legend to identify various indicators of stone walls, test pits, wells, hay bales etc.
	7. Existing contours in building and leaching areas
	8. Proposed contours showing fill extensions, cuts, walls
	9. Cross sections through leaching area indicating elevations of systems, ledge, curtain drain, ground water etc.
	10. Building sewer line to septic tank
	11. Septic tank location
	12. Pump chamber location, chamber cross section showing manhole, float controls, discharge volume
	13. Effluent distribution piping, "D" boxes
	14. Leaching system layout (trenches, pits, or galleries) with dimensions on center
	15. Invert elevations at foundation wall, inlet and outlet of septic tank, inlets and outlets at distribution boxes and at all leaching systems
	16. Stable bench mark adjacent to proposed building and sewage disposal system. Installer should not be required to transfer bench marks when considerable differences (more than 10" to 15') exist between the bench mark and leaching area. If the bench mark is disturbed prior to construction, the engineer should set another one for construction purposes
	17. North arrow (may be true, magnetic or assumed, note on plan)
	18. Number of bedrooms or basis of design including proposed use of building. Example: light manufacturing, 30 employees @ 25 GPD = 750 GPD

	19. Required leaching area by Code. Example: 4 bedroom home 15 min/inch perc = 900 sq. ft. Required Minimum Leaching System Spread, including criteria.
	20. Written description of leaching system proposed indicating effective area provided. Example: 3 rows of leaching trench, 75' long, 3.0' wide = 675 sq. ft.
	21. Soil test data shown on plan including deep hole soil descriptions and all time and measurement readings of the percolation test
	22. Test hole locations, including perc test holes. Show all tests
	23. Dimension leaching system lengths, distances from tank to building, system to building, system to walls, embankments, drains etc.
	24. Well location with protective radius. Recommend increasing minimum 75' distance for private residential well where possible to provide increased protection. Locate well to avoid condemnation of suitable leaching areas on adjacent properties
	25. Locate wells, septic systems and other potential sources of pollution on adjacent properties. If none exist, note on plan
	26. Show building footing discharges (90% of homes have foundation/footing drains), storm drains in roads, streams, brooks, drainage swales, swamps, ponds or other watercourses
	27. Identify ledge rock outcrops, wet surface areas, old bury holes, filled-in foundations, etc.
	28. Show existing structures on same lot
	29. Locate public water lines in road and show water service line to building
	30. Locate human habitations on adjacent lots
	31. Show detail of leaching system proposed
	32. Show detail of curtain drain
	33. Indicate driveway location
	34. Provide detail specifications for materials to be used such as fill, force main piping, pump model and manufacturer, H-20 wheel loading for pits or galleries under pavement, curtain drain backfill, manhole frames and covers and other non-typical items required for design
	35. Identify reserve leaching area by layout of a leaching system of acceptable size
	36. Revision dates
	37. Indicate location of buried oil tanks (must be 75" from private wells)
	38. Note stating that engineer/land surveyor shall field stake the system prior to installation.