



**On-Site Septic/Well Permit Application**  
Pacific County Department of Community Development  
Internet Address: [www.co.pacific.wa.us](http://www.co.pacific.wa.us)

**OFFICE USE ONLY**

**PROJECT/PROPERTY INFORMATION**

Tax Parcel ID #:

**OWNER/APPLICANT INFORMATION**

Owner:

Applicant:

**ON-SITE SEPTIC INFORMATION**

On-Site Septic Installer:

Phone:

On-Site Septic Designer:

Phone:

Total Number of Bedrooms (including proposed additions):

Failed System: YES ☐ NO ☐ Building Occupied: YES ☐ NO ☐

Describe Failure:

Water Supply: Well ☐ Public Water ☐

Name of Public Water System:

**WELL INFORMATION**

Well Driller:

Address:

City/State/Zip:

Phone: Phone:

State License #:

**TYPE OF PROJECT**

Septic Evaluation ☐

Septic Installation\* ☐

Septic Evaluation/Installation\* ☐

Abandoned System Evaluation ☐

Abandoned System Evaluation/Install\* ☐

Septic Repair\* ☐

Septic Expansion/Modification\* ☐

Tank only ☐

Well ☐

Cistern/Rainwater Catchment ☐

Grinder/Pump Vaults ☐

On-Site Septic Permits for new construction and evaluations are valid for two (2) years from the date of issuance. Repair permits are valid for six (6) months from the date of issuance. Well permits are valid for two (2) years from the date of issuance.

**All permits/evaluations are non-renewable.**

The contractor is required to schedule a final inspection with the Department of Community Development prior to the expiration of the permit. The system shall remain open until the Environmental Health Specialist has given final approval to cover. Failure to do so will require re-application for a new on-site septic permit and be subject to all fees associated with a new on-site septic permit.

***\*These types of projects will require 2 sets of an on-site septic design prepared by a licensed on-site septic designer or professional engineer.***

**SOUTH BEND OFFICE**

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An on-site septic evaluation or site evaluation means the evaluation of the soil profile, ground water levels, and landscape features of a specific lot and location by an Environmental Health Specialist for the purpose of determining whether the site will meet the minimum requirements for the installation of an on-site septic system.

Test holes are excavated areas which are required to be dug for the purpose of evaluating the soil profile and ground water levels during the evaluation. Three test holes must be located in, or adjacent to, the areas designated as the primary and the reserve drainfield. In sandy soils, each test hole should be approximately 18 inches in diameter and at least 3 feet deep. In other soils, test holes must be 2 feet wide and 4 feet deep with a ramp cut into the ground for gaining access into the hole. If test holes dug in non-sandy soils do not have an adequate ramp, or if the spoils of the holes are too close and present a safety hazard, the site will not be evaluated.

Due to a wide fluctuation in ground water levels, the site may be required to be placed on a winter evaluation to accurately determine the winter water table. A winter evaluation requires a bi-weekly evaluation of the site by an Environmental Health Specialist during the months of December, January, and February. The results of the winter evaluation will then be reviewed and the County will notify you whether adequate site conditions exist for the placement of an on-site septic system. An additional fee will be assessed for this service payable before December 1st in order to be placed on the winter evaluation list.

The installation of an on-site septic system requires an in-depth site and soil evaluation and the submittal of a detailed septic design demonstrating compliance with applicable state and local rules and regulations. If you are planning to install an on-site septic system, you must secure the services of an On-Site Septic System Designer or Professional Engineer. Both are licensed by the Washington State Department of Licensing (DOL). The designer or engineer will evaluate your property by looking at the size and topography of the site, soil conditions, proximity to surface water, and other pertinent conditions. You will want to work with your designer or engineer to develop a site plan that has all the necessary information required for an on-site septic system and any future development you may be planning. This is required to be included in the design and has to be consistent/identical with the site plan that was submitted with other applications.

When the on-site septic designs are complete, you will be required to submit **two** sets of the designs with your application packet. An Environmental Health Specialist from the Department of Community Development will review the site along with the application and design to make sure that it is an appropriate design in compliance with the state and local rules and regulations.

Horizontal Setbacks Requirements for System Components		
Item Requiring Setback	Primary & Replacement Drainfield (ft.)	Septic Tank & Pump Chamber (ft.)
Well or Suction Line	100	50
Water Supply Line Under Pressure	10	10
Surface Water	100	50
Building Foundation	10	5
Property Line or Easement Line	5	5
Curtain Drain or Culverted Ditch		
Upgradient from system component	10	—
Downgradient from system component	30	5