



APPLICATION FOR SITE EVALUATION

Owner/Applicant's Name _____ Phone # _____

Owner/Applicant's Address _____

Owner/Applicant's Email Address _____

A. Legal Description of property: Attach a copy of property description from the Missoula County Property Database:

Located on the Web at: <https://gis.missoulacounty.us/propertyinformation/> (or complete below):

Location: _____ 1/4 _____ 1/4 Section _____ T _____ R _____

TAX ID: _____ GEOCODE: _____

Certificate of Survey # _____ Or Subdivision name: _____

Lot _____ Block _____

B. Assigned address from Building Division (located at 6089 Training Drive, PH: 258- 3701)

Address: _____

C. Any existing structure or sewage disposal facilities? Yes _____ No _____

If Yes, Explain _____

D. Size of lot or parcel _____

E. Proposed use: Residential – Number of Bedrooms _____ Basement? YES / NO (circle one)

Commercial Use _____ Gal/day _____

F. Water Supply: Private _____ Public _____ (PWS #) _____ Multi-Family _____

G. Applicant requirements: (in addition to this application)

- 1) Provide location map and/or description of how to locate the site.
- 2) Provide a plat or drawing showing the proposed location of the site on the property.
- 3) Two test holes must be dug, one to a depth of at least ten (10) feet and a second to a depth of at least five (5) feet, located at each end of the proposed absorption system site. The Department may require more test holes be dug if the site is in an area where soils are not consistent.
- 4) Obtain a Nitrate sample from the nearest well and submit the results with application to determine compliance with ARM 30.7 (Montana's Non-degradation rule for surface and ground water).
- 5) Call the Department to schedule the evaluation with an Environmental Health Specialist.

The Department does not conduct percolation tests, which are required in some situations. If the soil is finer than silt loam, percolation tests may be required by the Department and must be performed by an approved site evaluator. In addition to an acceptable site evaluation, the applicant must show compliance with ARM 30.7 (Montana's Non-degradation rule).

The site evaluation is for the site proposed, and any approval or denial is for that specific site. The applicant has responsibility for securing permission to access and evaluate soils by a health Department representative and by signing this document acknowledges that he is acting with permission and under the instruction of the owner. The applicant is responsible for having necessary holes dug and setting up an appointment for the site evaluation.

Signature of Applicant: _____ Date: _____

Paid: _____

GUIDELINES FOR SITE EVALUATIONS

This sheet is intended to explain the site evaluation process and provide guidance. On the other side is a Site Evaluation Application requesting a Department review. The Application must be submitted with the fee, therefore faxed applications are not accepted.

To issue a septic system permit, the Department needs information substantiating that the proposed site meets minimum State and local regulations. In many situations, property has been pre-approved for a septic permit. A complete and accurate legal description is necessary to determine if your property has been pre-approved.

1. **BEFORE APPLYING**, be sure that your property is **not** already approved. Your legal description can be obtained from your tax records or the County web site at:

<https://gis.missoulacounty.us/propertyinformation/>

You can call us with a legal description to determine if your property is approved. The lot # and subdivision name, or a parcel (tract) # and Certificate of Survey (COS) number would suggest the property has a DEQ or DHES “Plat Approval”. If no approval exists, it may have “sanitary restrictions” and will require review by the Department of Environmental Quality. Properties requiring a site evaluation are usually over 20 acres in size, unless surveyed before 1975.

2. **OBTAIN A LEGAL ADDRESS** from the Building Division at 6089 Training Drive – Phone 258-3701.

3. **IF THERE ARE EXISTING RESIDENCES** or other structures with wastewater facilities (septics) on the land and the property is less than 160 acres, you must obtain approval from the Office of Planning and Grants. If the structure has a septic system, it must be permitted or approved by the Department before another septic system may be added.

4. **PROVIDE A PROPOSED LOT LAYOUT**, including the size and dimensions of the lot and a location map with directions on how to find the site (no larger than 11x17).

5. **THE SIZE OF THE PROPOSED SYSTEM** must be determined In order to properly evaluate the site. Be sure to provide details on the intended use for the property.

6. **NON-DEGRADATION OF STATE WATERS**. The applicant must show that the property meets the requirements of ARM 30.7 (Montana’s Non-Degradation Rule). For this requirement, a nitrate water sample must be taken on a nearby well. If there is no well nearby, please talk to the Department regarding other options.