

****** MINOR SUBDIVISION CHECKLIST ******

THE FOLLOWING INFORMATION MUST BE SUBMITTED **IN DUPLICATE**. REVIEW WILL **NOT** BEGIN UNTIL **ALL** REQUIRED INFORMATION IS PROVIDED TO THE JEFFERSON COUNTY SANITARIAN.

- [] **Two** copies of the Certificate of Survey or Plat of the Subdivision
- [] A check made payable to **DEQ** for \$405.00 per lot being reviewed (subject to changes due to type of septic system required)
- [] **A total of four** copies of a **lot layout** on 8 1/2" X 11" paper - show proposed (existing) septic system location as well as replacement areas; location of proposed (existing) well and the separation distance from the drainfield area; distances from any surface water (lakes, streams, ponds, drainages) or neighboring wells and septic systems. Show the location of percolation tests and test pits on the lot layout. Drawing must be to scale or have critical distances labeled.
- [] Designate **location** of property on a topographical map. (Maps are available at <http://maps2.nris.state.mt.us/scripts/esrimap.dll?name=LocMap&Cmd=Map>)
- [] Submit the closest most recent available **well logs**. (These are available through Montana Tech's website - <http://mbmggwic.mtech.edu/> you will need to provide a legal description)
- [] Submit a **water sample** from a well in the proposed subdivision, or if none exist, from a well within one mile from the site. Nitrate plus nitrate as well as specific conductance must be analyzed. (Bottles and forms available at Jefferson County Environmental Health Department)
- [] Submit the results of a bacteriological analysis for **every existing** water supply system within the proposed subdivision. (Bottles and forms available at Jefferson County Environmental Health Department)
- [] A 7-10 foot **test pit** will be required to observe the soil profile and depth to groundwater. (Depending on subdivision size, more than one pit may be required.) A site visit will be made by the Jefferson County Environmental Health Department only **after** the submittal of above information.
- [] Parcels with **existing septic systems** must show proof that tank has been pumped within the last three years

**THE FOLLOWING ITEMS MUST BE CALCULATED
BY A QUALIFIED PERSON**

- [] Address **storm water runoff** - explain what will be done on your property to minimize the effects of runoff due to development (i.e. culverts, berms, etc.)
- [] **A Nitrate sensitivity analysis and a phosphorus breakthrough calculation** must be performed on your property by a qualified person to demonstrate that the installation of septic systems will not degrade state waters. The following people are often used, however, you are by no means obligated to use them exclusively.

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Tony Prothero -Intermountain Consulting 439-8027

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OR Any Engineering Firm