



ENVIRONMENTAL HEALTH OFFICES

GWINNETT

455 Grayson Highway, Suite 600
Lawrenceville, GA 30046
☎ 770.963.5132
📠 866.265.4293

NEWTON

1113 Usher Street, Suite 303
Covington, GA 30014
☎ 770.784.2121
📠 770.784.2129

ROCKDALE

1329 Portman Drive, Suite F
Conyers, GA 30094
☎ 770.278.7340
📠 866.551.0133

COMMERCIAL SEPTIC SYSTEM PERMIT APPLICATION

Application Date: _____

OWNER INFORMATION

Name _____
Address _____
City, State, Zip _____
Home Phone () _____
Work Phone () _____
Fax () _____
Other Phone () _____
E-MAIL _____

AUTHORIZED AGENT INFORMATION (if other than owner)

Name _____
Business Name _____
Address _____
City, State, Zip _____
Home Phone () _____
Work Phone () _____
Fax () _____
Other Phone () _____
E-MAIL _____

PROPERTY INFORMATION (must be completed)

- New Construction (Level 3 soil report required)
- Repair of an Existing Failing System (Level 3 soil report required)
For repairs, check if sewage is: Backing up in house Surfacing in yard
- Addition to an Existing System (Level 3 soil report is required)
- Conversion of an Existing Residential Property into a Commercial Property (Level 3 soil report required)

Property Address _____ City _____ ZIP _____

Subdivision _____ Lot _____ Block _____

Current # Bedrooms _____ Proposed # Bedrooms _____ Tax ID _____

Garbage Disposal: Yes No Property Water: Public Well Lot Size (Sq. Ft.)** _____
**1 acre = 43,560 square feet

Stub Out Location: Basement (w/ Plumbing) Basement (w/o Plumbing) Crawl Space Slab

Check all below that are on or within 100' of property and indicate location:

- Creeks Ponds Well, Spring, Sink Hole Embankments Gullies

Locations _____

Type of Building: Church Motel Store/Business Personal Care Home
 Restaurant Other _____

Complete if a Personal Care Home: # of Residents _____ # of Employees _____



DESCRIBE PROJECT (if an addition, list all additions with dimensions)

ADDITIONAL INFORMATION (if needed)

If it is determined the existing septic system needs to be modified or relocated, you must also obtain a Residential or Commercial Septic System Permit at that time. A list of approved soil classifiers can be found at: <http://dph.georgia.gov/wastewater-management>. An additional fee will be required for a Residential or Commercial Septic System Permit (if required). Please allow our office 10 working days to review the plans and conduct a site visit.

OWNER'S/AUTHORIZED AGENT'S SIGNATURE _____

OFFICE USE ONLY

APPROVED DISAPPROVED Inspector Signature _____ Date _____

COMMERCIAL SEPTIC SYSTEM: ADDITION PERMITTING REQUIREMENTS

For any property addition, a plan review is required (see requirements below).

1. A completed *Commercial Septic System Permit Application* and applicable fees paid to the respective county.
2. Copy of the floor plan with all rooms labeled for existing structures and all additions to property – does not have to be drawn to scale.
3. A drawing that includes the following information:
 - a) Property lines and dimensions of the property – drawn to scale
 - b) Footprint (shape) of the existing buildings, and their locations on the property - drawn to scale
 - c) Locations and footprint (shape) of all existing accessory structures (e.g., driveway, parking lot, sidewalk, pool, patio, deck, shed) – drawn to scale
 - d) Locations and footprint (shape) of the addition(s) you are applying for – to include the dimensions of the addition(s) and the distance from the property lines – drawn to scale
 - e) Must show adequate area for future septic repair based on business type
 - f) Three (3) copies of the drawing shall be submitted with items (a-e) listed above and **MUST** be drawn to scale using one of the following:
 - 1" = 40'
 - 1" = 30'
 - 1" = 20'
4. A Level 3 soil report or higher is required for additions requiring modification to the existing septic system. If an approved Level 3 soil report is already on record with this department, it may be utilized.

For your information:

- Please note that an original stamped Level 3 Soil report from an approved soil classifier recognized by the State of Georgia Environmental Health Office will be required for any additions requiring septic system modification. Since a soil report is required, the review will not be able to continue until that information is submitted. A list of approved soil classifiers can be found at: <http://dph.georgia.gov/wastewater-management>.

Please allow our office 10 working days to review the plans and conduct a site visit.