

SEPTIC EVALUATION APPLICATION

Job Site Information and Location

Job Address: 14443 NW CHARLTON RD

Street/Cross Street: NW REEDER RD or R#

Size/Acreage of Parcel: 3.52 AC

Domestic Water Source: Private ☒ Public ☐

☐ 1 & 2 Family Dwelling ☐ Multi-Family ☒ Commercial /Industrial

Property Owner Information

Property Owner Name: SAUVIE ISLAND GRANGE #840

Property Owner E-mail Address: lksteenslid@gmail.com

City/State/Zip: PORTLAND, OR 97231

Project/System Description

Site Evaluation Report # – (SER or LFS#) _____ (if known)

Project Description:

Proposed wireless communication facility within fenced equipment area, no water or septic service required.

Existing System:

Drainfield Dispersal Method:

Tank Size: 1000

Lineal Feet +/-116'

*Existing # of Bedrooms: 0 *Proposed # of Bedrooms: 0

***ANY INCREASE IN BEDROOMS REQUIRES AN AUTHORIZATION NOTICE**

Applicant (include completed Authorizing Representative Form)

Name: Capital Design Services on behalf of The Towers, LLC

Address: 1910 4th Ave E, PMB 196

City/State/Zip: Olympia, WA 98506

Phone: 503-318-7517

E-mail: saq@capitaldesignservices.com

Signature:

Date:

Septic Fees

NOTE: DEQ surcharge does not apply to:

- Septic Review Certification
- Winter Water Check Evaluations

Subtotal \$

DEQ Surcharge \$

TOTAL \$

Application Submittal Checklist

(see pg 2)

Only complete application packets will be accepted for review.

ALL EVALUATIONS:

- ☒ Completed Application Form
- ☒ Completed Authorizing Representative Form
- ☒ Scaled, legible & detailed site plan (see pg 2)
- ☒ Water supply source & line location (☐ public ☐ private)

ADDITIONAL SUBMITTALS FOR:

SITE EVALUATION REPORTS – SER:

- ☐ Test pit locations **must** be triangulated with 3 distances, and be 3'x3'x5' deep with access to bottom

SEPTIC REVIEW CERTIFICATION FORM:

**Any increase in bedroom count requires an Authorization Notice*

- ☒ Septic Review Certification form
- ☒ Clearly marked on site plan (no larger than 11"x17")
 - ☒ Existing and proposed property lines
 - ☒ Proposed building, addition, etc.
 - ☒ Proposed stormwater disposal
- ☒ Floor plans of existing & proposed buildings & additions

AUTHORIZATION NOTICE:

- ☐ Proposed building or addition is clearly marked on site plan
- ☐ Increase in number of BEDROOMS clearly identified
- ☐ Floor plans of existing & proposed buildings & additions
- ☐ Existing System Evaluation Report (ESER form) tank only

EVALUATION FEES:

Description	Qty	Fee
Site Evaluation Report (SER)		
SER - NEW & ALTERATION (up to 600 gal)		\$ 2,977
SER – REPAIR (up to 600 gal)		\$ 1,371
Site Eval Recertification (up to 600 gal)		\$ 887
Design Flow (601-2,500 gallons) (# 500-gallon increments >600 gpd)		\$ 716
Winter Water Level Evaluation (No DEQ surcharge)		\$ 976

*Septic Review Certification (no DEQ surcharge)

Residential with Site Visit		\$ 586
Residential without Site Visit		\$ 318
Commercial		\$ 939

Authorization Notice

Authorization Notice with Site Visit		\$ 2,948
Authorization Notice without Site Visit		\$ 1,073

Existing System Evaluation

Existing System Evaluation		\$ 2,039
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Health Hardship Renewal

Inspection		\$ 1,466
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Reinspection Fee

Reinspection Fee – Residential		\$ 403
Reinspection Fee – Commercial		\$ 425

Miscellaneous

Compliance Recovery Fee (hourly rate)		\$ 164
Consultation Fee (per hr or fraction of hour)		\$ 218
Third and Subsequent Checksheet		\$ 373

DEQ Surcharge

DEQ Surcharge		\$ 120
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Allow up to 20 working days after complete submittal for review of your application

After **ALL required documents are complete, submitted & fees paid**

Review will begin in order received

ADDITIONAL SUBMITTAL REQUIREMENTS ON PAGE 2

Onsite Septic Evaluation Application Submittal Checklist

Please use this checklist to ensure a complete submittal package. **Plans submitted no larger than 11" x 17"**

FOR ALL EVALUATIONS

- ☐ Completed Septic Evaluation Application Form and applicable fees
- ☐ Completed Authorizing Representative Form
- ☐ Site Plans - Scaled and legible **showing ALL**:
 - ☐ Existing and proposed structures, driveways, access roads, decks, patios, pastures, outbuildings, etc
 - ☐ Stormwater disposal location(s) for each structure &/or impervious area within 100' of septic system
 - ☐ Existing tank and drainfield
(*Location of septic tank and the length and direction of all drainfield lines must be accurately shown on site plan. Records research and/or physically locating the tank & drainfield may be necessary.*)
 - ☐ Replacement drainfield area
 - ☐ Private wells onsite and within 100' of the drainfield
(*including wells on neighboring properties*)
 - ☐ Water line from identified water source
 - ☐ Drainageways, creeks, streams, &/or seasonal wet depressions
 - ☐ North Arrow
 - ☐ Topographic contours or direction of slope
 - ☐ Date plan prepared and signature of preparer
- ☐ Floor plans (*room identification is sufficient*)
- ☐ Property address assigned by Multnomah County for all parcels within existing or proposed development

SITE EVALUATION REPORT for all test pit evaluations

- ☐ Test pit location(s) on site plan
- ☐ Must have at least 3 distances shown (*i.e. distance from west property line, south property line, and other test pit(s)*)

TEST PIT REQUIREMENTS:

- ☐ 3' x 3' square and 5' deep
- ☐ Stepped to access bottom of pit

AUTHORIZATION NOTICE

- ☐ Site plans - clearly indicate existing and proposed conditions, buildings and additions
- ☐ Floor plans - clearly indicate existing and proposed conditions
- ☐ Pump receipt with Existing System Evaluation Report for Tank (ESER form)
- ☐ Proposed design flows see - OAR 340-071-0220(Table 2)

SEPTIC REVIEW CERTIFICATION (*Land Use Review*)

**Any increase in bedroom count requires an AUTHORIZATION NOTICE*

- ☐ Septic Review Certification Form (*Land Use/Planning*)
- ☐ Site plans must show:
 - ☐ Existing and proposed property lines
 - ☐ Existing and proposed building, addition, etc.
 - ☐ Existing and proposed concrete patios, outbuildings, etc.
 - ☐ Proposed Stormwater disposal
- ☐ Floor plans for existing and/or proposed structures (as applies)

How to submit

Onsite Septic Evaluation Application - required submittal checklist items, and fees may be submitted:

- Online:** Email complete submittal application package (*see checklist above*) to septic@portlandoregon.gov. An evaluation number or permit will be set up and information emailed to applicant providing information required to submit credit card payment online.
- By Mail:** Send complete submittal application package (*see checklist above*) and check payable to the City of Portland, Attention: Site Development, 1900 SW 4th Avenue, Suite 5000, Portland, OR 97201. Please let us know via email or by calling 503-823-7300 if you plan on mailing your submittal. If you need to leave a voicemail please include the address and what the project is for.

Onsite Sanitation/Septic approval is required prior to any building permit issuance.

Land Use offices

For properties located within incorporated cities, obtain land use approval from local City jurisdiction. For properties located within rural unincorporated Multnomah County, obtain land use approval from the Multnomah County Land Use Office at 1600 SE 190th Ave, Portland, OR 97233, Phone (503) 988-3043 / email: land.use.planning@multco.us

Other Permits

For West Multnomah County: plumbing, electrical, and building permits are issued by the City of Portland.
For East Multnomah County (excluding Troutdale and Maywood Park): plumbing, electrical, and building permits are issued by City of Gresham, Permit Services, 1333 NW Eastman Parkway, Gresham, OR 97030, 503-661-3000.

Plan Review

- Allow a minimum of 20 working days to review application packets. You will be notified of status by either a checksheet or an issued permit.
- Checksheets will be sent to applicant and property owner requesting additional information and/or plan revisions if corrections are required. Third and subsequent checksheets will require an additional fee.
- Applications will be cancelled if no response to checksheet within 90 days. New fees will apply.

Inspections

- Call 503-823-7000 and use the IVR number assigned to your permit to request the three-digit inspection code(s) for the inspection(s) you would like to schedule. Please retain the confirmation number given.

Records of Septic Systems

- Historic records are available online at portlandmaps.com, under *Permits & Zoning>Permits>Historic Permits*.
- Public records requests can be made via GovQA www.portlandoregon.gov/prr