



Okanogan County Public Health District

1234 2nd Avenue South
Okanogan, WA 98840
(509) 422-7140

www.okanogancounty.org/government/public_health

Site Evaluation Application

Process Summary

To complete this application process, submit the following items to the Okanogan County Public Health District (OCPHD):

- ✓ Completed application with correct fee
- ✓ Clear, concise directions and sufficient detail to locate your property
- ✓ Required additional documents as listed below

IMPORTANT! This application is not the process for obtaining an installation or construction permit.

We highly recommend review of the "Developing Your Dream" reference document on our Environmental Health webpage at https://www.okanogancounty.org/government/public_health/departments/environmental_health/ which illustrates the most routine steps and contacts while making improvements to undeveloped land in Okanogan County.

We recommend reading through this application before filling it out. This application is intended as a guide and may not answer all your questions. If you have questions regarding the application process, please call the OCPHD at (509) 422-7140 to speak with Environmental Health personnel.

Site Evaluation for **ON-SITE SEWAGE (OSS) DISPOSAL SYSTEM**

Site Evaluation for **WELL (DRINKING WATER)**

1) Complete application and send it to the OCPHD with the correct required fee.

Application Fee(s): Current fee rates are shown on the application. The current Fee Schedule for all services available with OCPHD can be found on our website at www.okanogancounty.org/government/public_health/index or a printed version can be requested at our front desk.

2) Test Hole(s):

Provide at least one soil evaluation hole, **at least six (6) feet in depth and three (3) feet wide**, sloped or stepped at one end for safe entry & exit, excavated in the area intended for the drain field placement. We offer a reference document titled "Guidelines for Test Hole Construction" on our Environmental Health Forms & Applications webpage at www.okanogancounty.org/government/public_health/public_health_forms.php#outer-862sub-5007

2) Well Report or "Well Log", if available:

Visit the Washington state Department of Ecology (WA DOE) Well Report Viewer (Well Log) webpage at apps.wa.ecology.wa.gov/wellconstruction/map/WCLSW_ebMap/default to locate and provide a Well Log with your Well Site Evaluation application.

3) Site Visit:

Call (509) 422-7140 to schedule a Site Visit by a qualified OCPHD professional who performs an evaluation of the site with criteria set by Washington Administrative Code (WAC) to determine whether an on-site sewage (OSS) disposal or septic system may be installed on a particular parcel of ground while meeting the Washington state and local health district requirements as of the date of the application.

- *Unless otherwise specified, the developmental land use is assumed to be a single-family residence.*

3) Site Visit:

Call (509) 422-7140 to schedule a Site Visit by a qualified OCPHD professional who performs an inspection of the site with criteria set by Washington Administrative Code (WAC). The evaluation states whether a selected site is suitable for the construction of a new well, or whether an existing well is in a suitable site to serve as a source of drinking water.

- *During a well site evaluation, the land surrounding the proposed new well site is assessed for potential sources of contamination.*
- *For evaluations where the well already exists, the well's visible construction is also assessed for potential problems.*

NOTE: Any additional Site Visits will be billed per hour at the current Fee Schedule rate.

The hourly rate is charged beginning from the arrival time onsite plus travel; One (1) hour minimum with 15-minute intervals thereafter.

APPEALS: Applicants have the right to appeal OCPHD decisions, including denied permits. Appeals must be requested in writing within 15 business days of the denial date and addressed to the Public Health Administrator, Okanogan County Public Health District, 1234 2nd Ave South, Okanogan, WA 98840. A hearing date will be set after receipt of the request, with a formal review to follow.

REFUNDS: Must be a written request received within 90 days from the date of application. An Administrative Fee will be charged at the current Fee Schedule rate. If field work has been done, the fee is not eligible for refund.

