

SER Review for ST# _____ **Owner Name:** _____

Site Address: _____ **EHS:** _____ **Rec'd Date:** _____

Application Complete?

Y N N/A _____ **EHS:** _____ **App Complete Date:** _____

- G G G 1. Data Summary & Certification Sheet Statement signed and stamped?
- G G G 2. Fees: Std/NonStd/New/Repair/Revison/Waiver/PumpTestReview/DEHrepairSER?
- G G G 3. Vicinity Map included?
- G G G 4. Plot Plan shows entire property?
- G G G 5. Scaled Site Plan of 1"=50' or less?
- G G G 6. Detailed Profile Descriptions?
- G G G 7. Waiver Statement, if required?
- G G G 8. Permeability Data by Lab &/or Perc tests?
- G G G 9. X-sectional, Plan views and component details?
- G G G 10. Non-Standard systems Calculations and O&M?
- G G G 11. Pump curve and Control Panel specifications?
- G G G 12. Pump Chamber X-section and Float positions?

Office Review - Application Accurate?

EHS: _____ **Review Date:** _____

Y N N/A

- G G G 13. Soil Texture calculations accurate?
- G G G 14. Bulk Density calculations accurate?
- G G G 15. Soil Triangle and adjustment accurate?
- G G G 16. Total Effective soil depth?
- G G G 17. Vertical setback to limiting condition?
- G G G 18. Is Percolation data accurate?
- G G G 19. Sizing Calculation?
- G G G 20. Site Plan: Scale? North? Profile locations? Slope? Setbacks? Landmarks?
- G G G 21. System plan: Specifications? Sufficient detail? Internal Consistency? G/W Drain?
- G G G 22. Vicinity Map has mileage and landmarks?
- G G G 23. Review Waiver for compliance with guidelines.
- G G G 24. Do Planning & Building (or City) Permits (Building, Coastal, Use, etc.) on file need approved SER?

Notes:

SER Review for ST# _____

Field Review - Application Accurate? (optional)

EHS _____ Field Date _____

Y N N/A

- G G G 25. Is Vicinity Map accurate for mileage and landmarks?
- G G G 26. Is Site Plan accurate for: Profile Locations, Slope, Setbacks & Landmarks?
- G G G 27. Is the disposal area easily located?
- G G G 28. Will proposed system fit in area available?
- G G G 29. Are Soil conditions reported accurately?
- G G G 30. If you disagree with SE - Record your auger hole, collect samples, make notes to aid you.

SER Status Notification

EHS _____ Finish Date _____

Y N N/A

- G G G 31. Document significant error/omissions to the file and request additional information of SE.
- G G G 32. Minor error/omissions call SE and correct report with SE's concurrence.
- G G G 33. Enter SER status in Septic Database: "SER OK'd" or "Info Requested".
- G G G 34. Enter the system design data into the Septic Database for "SER OK'd".
- G G G 35. Prepare a "Notice of Approval" for the property owner and send a copy to the site evaluator.
- G G G 36. Notify Planning & Building (or City) SER approved & condition(s) regarding their Permit(s) met.

Notes:

