



## Soil & Site Application

*(Before applying read "Instructions for completing the soil and site evaluation application")*

**A. Property Owner** \_\_\_\_\_ Day Phone: \_\_\_\_\_  
 Mail Results: \_\_\_\_\_ EMAIL: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
 (P.O. Box or Street address, City/State/ZIP)

**B. Property Tax ID#** \_\_\_\_\_ Tax Map: \_\_\_\_\_ Block/Grid: \_\_\_\_\_ Parcel: \_\_\_\_\_ Lot #: \_\_\_\_\_  
 Road: \_\_\_\_\_ Subdivision Name (if in existing subdivision): \_\_\_\_\_  
 Current acreage of parcel is: \_\_\_\_\_ If less than 2 acres, give dimensions of parcel: \_\_\_\_\_  
 Is property in: Critical Areas? ( ) Yes ( ) No; AG Preservation? ( ) Yes ( ) No; Forestation? ( ) Yes ( ) No  
**IF YOU ANSWER YES TO ANY OF THE ABOVE QUESTIONS, YOU MUST CONTACT PLANNING AND CODES AT 410-479-8100**

**C. Residential Proposal** (Proposed **4 bedroom maximum**): (check **one**, and complete requested information)  
 Parcel is a single lot of record with no current Health Department perc approval. Will remain single lot of record  
 Single new lot to be subdivided from parcel that has existing dwelling (WSV has been processed; ID# is \_\_\_\_\_)  
 New single lot to be subdivided from parcel that has no dwellings; # of bedrooms if greater than 4: \_\_\_\_\_  
 Lot subdivision from parcel that has existing dwelling (WSV has been processed; ID# is \_\_\_\_\_)  
 Lot subdivision from parcel that has no dwellings  
**Residential Fees: (Check one, and calculate fee)**  
 Soil test only = \_\_\_\_\_ Sites x \$270 (2 pits per site) = \$ \_\_\_\_\_ due  
 Soil test and wet season test = \_\_\_\_\_ Sites x \$570 (2 pits and 3 pipes per site) = \$ \_\_\_\_\_ due  
 Sand Mound\* test only = \_\_\_\_\_ Sites x \$300 (10 gallons water to be left at site) = \$ \_\_\_\_\_ due  
 .....\*If applying for sand mound only—provide soil test and wet season test application ID#: \_\_\_\_\_  
**WET SEASON APPLICATION DEADLINE IS DECEMBER 1ST.**

**D. Commercial Proposal:** Proposed maximum wastewater flow of \_\_\_\_\_ gallons per day. (Note: minimum flow is 600)  
 Type of Commercial Facility \_\_\_\_\_  
**Commercial Fees: (Check one, complete requested information to calculate fee)**  
 Soil Test only requested for proposed flow of \_\_\_\_\_ GPD/600 (GPD residential equivalent) = \_\_\_\_\_ x \$270 (minimum) = \$ \_\_\_\_\_ due  
 Soil Test and wet season test requested for proposed flow of \_\_\_\_\_ GPD/600 (GPD residential equivalent) = \_\_\_\_\_ x \$570 = \$ \_\_\_\_\_ due

**E. Water Supply:** (Check **one**, and circle appropriate response if existing well)  
 Existing (**shallow**) (**deep**) well on property       Proposing new deep well       Public water connection from Town of: \_\_\_\_\_

**F. Owner's Authorization:** The applicant hereby certifies and agrees as follows: (1) he/she is authorized to make this application; (2) the information is correct; (3) will comply with the regulations of Caroline County which are applicable hereto; (4) will perform no work on the property not specifically described in this application; (5) grants County officials the right to enter onto the property for the purpose of inspecting; (6) has read and understood the "Soil and Site Evaluation General Information", "Site Preparation" and "Application Instructions"; (7) Understands that incomplete applications will not be accepted.  
 Owner's Signature: \_\_\_\_\_ Date signed: \_\_\_\_\_  
**IF YOU ARE NOT THE OWNER, THEN YOU MUST FILL OUT THE "AUTHORIZATION FORM"**

**G. Attach a copy of record plat or site plan showing perc location(s). Prefer scale: 1" = 50', 1" = 100', etc.)**

----- **Please do not write below this line** -----

**SANITARIAN REVIEW:**  
 Is project in conformance with county Water and Sewer Plan? ( ) Yes ( ) No. If no, indicate reason: \_\_\_\_\_  
 Is project located in Wellhead Protection Area (WPA)? ( ) Yes ( ) No; Resource Protection Zone (RPZ)? ( ) Yes ( ) No; Critical Area? ( ) Yes ( ) No  
 Indicate soil survey mapping unit(s): \_\_\_\_\_

**OTHER COMMENTS:**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
**Other Address:**  
 \_\_\_\_\_

Date Pd _____	Receipt# _____	Amount Pd \$ _____	PT# _____
Please make check payable to <b>Caroline County Health Department</b>			
<input type="checkbox"/> Is Site Plan showing location of pits and pipes enclosed? <input type="checkbox"/> Is Check enclosed for correct amount? <input type="checkbox"/> Is Application signed by OWNER?			

## INSTRUCTIONS FOR COMPLETING THE SOIL AND SITE EVALUATION APPLICATION

- A. Property Owner:** The current legal owner to go on first line, legal owner's signature required on section "F" unless you attach an "authorization form" signed by legal owner. Mail results: please put where you want the results mailed to. Also include day phone and/or number of contact person. If you want results faxed indicate the fax number in appropriate space. Results will be emailed if the email address is available.
- B. Property Information:** The Property Tax ID# (last 7 digits), and Map, Block, Parcel numbers are found on the tax bill (include lot number if applicable). Need road name (Note if this property borders two roads, write in the road name you plan to use as main access to parcel. Be sure to indicate size of parcel as is (not proposed size) Also check with Department of Planning and Codes to see if parcel is in Critical Area, Ag Preservation, or Forestation.
- C. Residential Proposal:** Check ONE box and complete requested information; **NOTE: if you are proposing to take a parcel from a parcel that has an existing well/septic system, you will need to apply for "Water/Sewer Verification" before the perc test application can be accepted. Also, if you are planning to subdivide make sure you've checked with Planning & Codes (410-479-8100) before you apply for the perc test(s).**  
**P/O "C" Residential fees** Usually the second box is used, the # of sites is usually proposed # of lots, including existing home site, if applicable. The third box can only be used if the parcel has been thru the soil test and wet season—indicate test ID# in appropriate space
- D. Commercial Proposal:** Fill in this section ONLY if you are not planning on a residential lot.
- E. Water Supply:** Note if using an existing well, proposing a well or if you have a connection from a town—note the town's name.
- F. Owner Authorization:** Read items 1-7 and have Owner's signature/attach an authorization form if applicant is not the owner.
- G. Attach a site plan, prefer scale 1" = 50' or 1" = 100'.** Show existing property lines and location of test pipes (3 per site). Also show existing driveways, ponds, streams, buildings, well(s)/septic system(s), if applicable. NOTE: site plan must show any existing wells or septic systems within 150 ft of the property line.

### PLEASE BE AWARE:

- THE APPLICATION MUST BE RECEIVED **BY** DECEMBER 1<sup>ST</sup> IF YOU ARE GOING THRU WET SEASON—THIS ALSO MEANS THAT YOU **MUST** HAVE YOUR PIPES INSTALLED ON THE PARCEL AT THE TIME OF APPLICATION. The fee is \$570 per site and three pipes are required per site.
- THE PITS SHOULD NOT GO IN UNTIL THE SANITARIAN HAS CONTACTED YOU TO SCHEDULE THAT PORTION OF THE TEST.
- ADDITIONAL FEES ARE DUE IF THE PARCEL HAS A SAND MOUND TEST OPTION.
- ADDITIONAL FEES ARE DUE FOR PLAT SUBMITTALS.
- ADDITIONAL FEES ARE DUE FOR SANITARY CONSTRUCTION PERMIT (TO INSTALL SEPTIC SYSTEM).

## PERC SITE PREPARATION

- \* Clear and maintain access to the test site.
- \* Applicant is responsible for securing necessary permits and approvals to clear and or access properties.

There are 4 ways to prepare a site depending on which type of test you are requesting.

1. Soil Test Pits (2 pits per site). This is generally the starting point. After you apply for this test, an appointment will be scheduled for the pits to be excavated and profiled. The owners/applicants are required to dig a minimum of 2 backhoe test pits per site. These pits must be approximately 100 feet apart from each other and representative of typical soils and topography in the proposed Sewage Reserve Area (SRA). The setbacks mentioned under "Site Selection" must be considered. Additionally, the pits must be no closer than 50' from a road, property line and proposed property line(s). The pits must be at least 5' deep. See diagram on back. It is the owner's responsibility to contact the health department and fill in the test pits upon completion of the soil tests. It is the responsibility of the owner to ensure humans and animals are protected from entering the excavations.
2. Wet Season (3 piezometers per site). Most sites in Caroline County need to be wet season tested. A diagram of a properly constructed piezometer is shown on page 2. Place the pipes in an augured hole (not backhoe pit) within 10' of the test pits and 100' apart. If a high water table is encountered set the pipe 2' below the water table and saw the pipe off 1' above the ground surface. The annular space between the pipe wall and soil must be backfilled with excavated sandy backfill. Surface water should not be allowed to enter into the annular space. The owner is responsible for maintaining the pipes so that we may accurately measure the water table throughout the wet season. Piezometers must be maintained after testing in order for the surveyor to identify piezometers on a plat for satisfactory site evaluations. **Note: December 1<sup>st</sup> is deadline for wet season applications.** Applications received after December 1st, are not guaranteed to be completed in the upcoming wet season.
3. TDR: Transferable Development Right, the procedure is the same as Wet Season. Soil test pits are not required. Only 2 pipes are installed per site as described above with a separation distance of approximately 100'.
4. Sand Mound. You must have authorization from Caroline County Health Department in order to proceed with Sand Mound Testing. We perform the mound test. You must leave 10 gallons of clean water per sand mound test (min. 2) at the authorized test site.

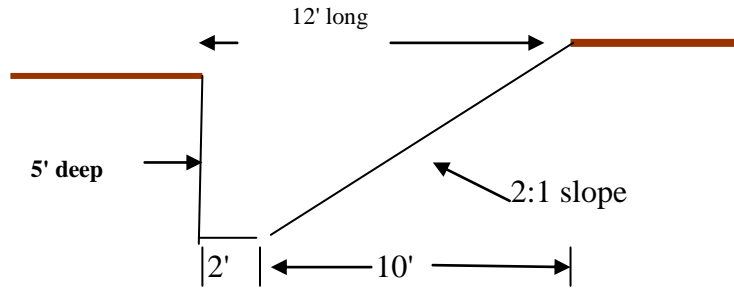
Failure to prepare the site properly will be considered an incomplete application and will not be processed.

**Test site must be 150' from wells, rivers, ditches, streams, ponds, marshes.**

**DIAGRAM OF BACKHOE TEST PIT:**

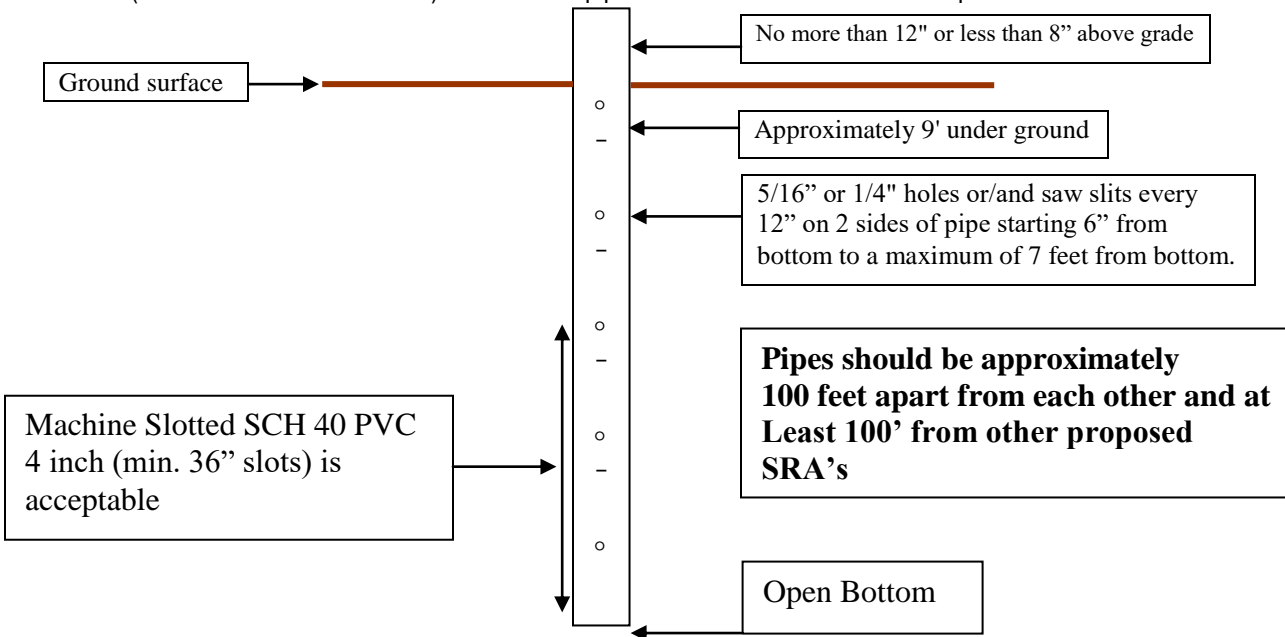
(Profile view)

Trench width should be  
**Approximately 3 feet wide**



TWO PITS REQUIRED FOR ONE TEST SITE

**DIAGRAM OF PIEZOMETER:** (THREE PIEZOMETERS REQUIRED FOR ONE TEST SITE)  
(PIPE TO BE 4" DIAMETER) A section of pipe is available in the office for inspection



**DIAGRAM OF PROPOSED SEWAGE RESERVE AREA (SRA):**

(Plan View)

