



MONTGOMERY COUNTY HEALTH DEPARTMENT

Norristown Health Center
1430 DeKalb Street, PO Box 311
Norristown, PA 19404-0311
610-278-5117
Fax: 610-278-5167

Pottstown Health Center
364 King Street
Pottstown, PA 19464
610-970-5040
Fax: 610-970-5048

Eastern Court House Annex
102 York Road, Suite 401
Willow Grove, PA 19090
215-784-5415
Fax: 215-784-5524

Site Evaluation Application Procedure

The applicant (owner, owner in equity or authorized agent) shall complete the Observation Test Probe Application and Percolation Test Application. The Agent Authorization Form shall be completed and notarized if someone other than the property owner(s) will be filing the application, conducting tests, attending meetings or receiving notices and other communication concerning the permitting and installation of the system.

The applicant must submit the Observation Test Probe Application, Percolation Test Application and Agent Authorization Form, if applicable, along with a check or money order **(DO NOT SEND CASH)**, made payable to the "Montgomery County Treasurer", for the required fee. Please note that a separate application must be completed for each individual lot to be tested.

The applicant or his authorized agent is responsible for preparing the observation test probe excavations and performing the percolation tests. The site testing must be performed in accordance with MCHD requirements which shall be sent to the applicant upon scheduling a site evaluation. An appropriate agent of the MCHD must be present for **ALL** site testing.

A PA ONE CALL System serial number must be obtained by the applicant, authorized agent or contractor performing the excavation. This number must be obtained no less than three and no more than ten working days prior to the scheduled observation test probes, and given to MCHD 24 hours prior to the scheduled appointment.

Upon completion of a satisfactory site evaluation, the applicant may submit a design of the proposed sewage system (which shall be completed by a competent designer) for MCHD review.

Form: Site Evaluation Application Procedure

SITE EVALUATION PREPARATION

A site evaluation is conducted as part of the procedure for determining suitability for the on-lot disposal of sewage. The evaluation is conducted in two (2) phases; observation test probes and percolation testing. Observation test probes are conducted to determine the capability of the soil to effectively renovate sewage effluent prior to it entering the groundwater. The probes are excavated adjacent to the proposed absorption area and evaluated to determine the present of a limiting zone. A limiting zone is a condition of the soil which affects its renovative capability and may include seasonal high water table, bedrock, open jointed or fractured rock, or insufficient soil fines.

Percolation testing is conducted to determine the rate at which sewage effluent can be expected to seep into the soil. This rate and the anticipated sewage flow of the structure are calculated to provide minimum absorption area size requirements.

The following instructions are provided for the applicant to prepare the site in a manner consistent with Montgomery County Health Department (MCHD) Operational Procedures. MCHD STRONGLY RECOMMENDS A COMPETENT SEWAGE FACILITIES CONSULTANT BE RETAINED TO ASSIST THE APPLICANT WITH THE SITE EVALUATION.

A. OBSERVATION TEST PROBES

- 1) A Pennsylvania One Call System Serial Number must be obtained 3 to 10 days prior to the Sewage Enforcement Officer (SEO) witnessing the test probes. This serial number should be obtained by the excavator and must be given to MCHD at least 24 hours prior to the scheduled test probes.
- 2) A minimum of two (2) test probes shall be excavated with a backhoe at opposite ends of the proposed absorption area. Both the upslope and downslope probes shall be within ten (10) feet of the perimeter of the proposed absorption area.
- 3) The excavation shall be to the depth of the limiting zone or a maximum of eight (8) feet where no limiting zone is encountered. Access steps or a ramp must be provided at one end of the test probe.
- 4) All test probes shall be evaluated by a MCHD SEO with a written profile report provided to the applicant/authorized agent.
- 5) MCHD requires the backhoe be on-site at the time of the evaluation in the event that further test probes are required.
- 6) All observation test probe excavations shall be backfilled within five (5) days of the SEO's evaluations.

B. PERCOLATION TESTING

- 1) The applicant/authorized agent shall submit a scalar pre-percolation test plot plan containing the following items:
 - a) Percolation test area showing all test holes
 - b) Depth of all percolation test holes
 - c) Precise property lines
 - d) Lot dimensions

- e) Location of applicant well(s) and neighboring well(s) within 100 feet or public water lines within 10 feet of the proposed absorption area
 - f) All observation test probes and limiting zones
 - g) Percentage and direction of slope
 - h) Reference to north.
 - i) Location and size of existing septic system (if applicable)
 - j) Location of all streams, lakes or other surface waters within fifty (50) feet of the proposed absorption area on the applicant property or on any adjacent property
- 2) All percolation holes must be located in the proposed absorption area for all system types.
 - 3) A minimum of six (6) percolation test holes (6 - 10 inches diameter) shall be dug on contour and uniformly spaced over the proposed absorption area.
 - 4) The inside of each hole shall be scarified with a sharp instrument to remove any smeared soil surfaces and filled with two (2) inches of coarse sand or fine gravel.
 - 5) The initial presoak shall be conducted 8 to 24 hours prior to the percolation test, at which time a minimum of 12 inches of water shall be placed in all holes and left undisturbed.
 - 6) The final presoak shall be conducted 60 minutes prior to the percolation test. A minimum of 6 inches of water shall be placed in all holes and a fixed point of reference shall be recorded from the stationary float. The water level shall be readjusted to this point every 30 minutes for 1 hour.
 - 7) A measurement shall be taken at the end of the hour and the following time intervals shall be used to read each test hole:
 - a) Water remaining in hole: 30 minute interval readings
 - b) No water remaining in hole: 10 minute interval readings
 - 8) The water shall be readjusted to the fixed reference point (approximately 6 inches over the gravel) after each reading.
 - 9) The test readings for each individual test hole shall continue until a stabilized rate is obtained or a minimum of 8 readings has been completed. A stabilized rate is obtained when there is a ¼ inch or less difference between the highest and lowest of four consecutive readings.
 - 10) The drop that occurs in the final period for each individual hole, expressed as minutes per inch, shall be used to calculate the arithmetic average percolation rate.

Upon completion of satisfactory test probes and percolation test, the applicant/authorized agent may submit a complete Application for An On-Lot Sewage Disposal System Permit and design based on the site evaluation for MCHD review. Proposed subdivisions must receive final approval from the Pennsylvania Department of Environmental Protection prior to issuance of an on-lot sewage disposal system permit.



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AGENT AUTHORIZATION

_____, 20_____ Application No. _____

I, We, _____ owner(s) of the real property located in the

Township of _____, County of Montgomery and Commonwealth of

Pennsylvania more specifically described as follows:

do hereby authorize, empower and appoint _____ as my lawful agent exclusively and specifically with reference to acquisition of a **PERMIT FOR INSTALLATION OF AN ON -LOT SEWAGE DISPOSAL SYSTEM(S)** on the property described above. My agent herein named is authorized to file applications, conduct tests, attend meetings, receive notices and to do any and all other acts necessary for the permitting of said system(s). My agent is specifically authorized, in my absence, to receive the notice required by 35 P.S. 750.7 et. seq.

IN WITNESS WHEREOF, I, WE, hereunto place our hand(s) and seal(s).

Signature/Property Owner

Signature/Property Owner

COMMONWEALTH OF PENNSYLVANIA

COUNTY OF _____

On the _____ day of _____, A.D., 20_____, before me, the undersigned Officer, personally appeared known to (satisfactorily proven) be the person(s) whose name(s) _____ subscribed to the within instrument, and acknowledged that he/she executed the same for the purposes therein contained.

Witness my hand and Notarial Seal, the day and year aforesaid.

**THIS FORM MUST BE NOTARIZED
AND HAVE A COMPLETE ACKNOWLEDGMENT
IF AN AGENT IS APPOINTED**

Form: Agent Authorization



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SITE EVALUATION OBSERVATION TEST PROBE APPLICATION

Sewage Application No. _____

Name of Applicant Telephone Number

Address of Applicant Zip Code

Site Address Subdivision Name

Municipality County

Tax Parcel No. (12 Digits) Block No. Unit No. _____

Signature/Property Owner Signature/Property Owner

Name of Agent Telephone Number

RESIDENTIAL ___ COMMERCIAL ___ REPAIR ___ RELOCATION ___ COMMUNITY ___

Estimate Flow: _____ gallons/day

Location of site (draw map or provide clear narrative directions)

All of the above information is to be supplied by the applicant. At the time you complete this form, also complete Part I of the Application for Sewage Disposal so that the same information is supplied on both forms. Return ONLY this form with the appropriate Fee. The Application for Sewage Disposal must be submitted with all test results and the system design.

Form: Probe Application



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SITE EVALUATION PERCOLATION TEST APPLICATION

Sewage Application No. _____

Name of Applicant Telephone Number

Address of Applicant Zip Code

Site Address Subdivision Name

Municipality County

Tax Parcel No. (12 Digits)

Block No. Unit No.

Signature/Property Owner

Signature/Property Owner

Name of Agent

Telephone Number

RESIDENTIAL ___ COMMERCIAL ___ REPAIR ___ RELOCATION ___ COMMUNITY ___

Estimate Flow: _____ gallons/day

Location of site (draw map or provide clear narrative directions)

All of the above information is to be supplied by the applicant. At the time you complete this form, also complete Part I of the Application for Sewage Disposal so that the same information is supplied on both forms. Return ONLY this form with the appropriate Fee. The Application for Sewage Disposal must be submitted with all test results and the system design.

Form: Percolation Application



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