Please read the important information below and on the back of this page BEFORE completing the on-site sewage system permit application.

1. The role of the Environmental Services as the assigned administrator of County Sewer Ordinance is to provide:
   a. Information
   b. Permit application review
   c. A preliminary on-site inspection to verify the permit application information and compliance with local regulations
   d. A final installation inspection.
   For registered contractors a twenty-four hour notice is required before backfilling trenches. Non-registered contractors must give a forty-eight hour notice before backfilling trenches. Please contact the Environmental Health Program to arrange an inspection of your sewage system.

2. The permit fee is one hundred sixty-five dollars ($165.00 check or money order, only), please make payable to the Montgomery County Health Department. The application will not be reviewed unless the permit fee is received. The permit fee covers the services mentioned in statement one. Any person requesting additional inspections or consultation after the permit is approved will be charged at the rate of twenty-five dollars per hour ($25.00/hour) or any portion of an hour thereof including travel time.

3. The Environmental Services does not design on-site sewage systems. You may design your own wastewater stabilization pond or absorption system if soil conditions are appropriate for the system you wish to install. Alternative systems are required to be designed by a licensed professional engineer.

4. THE APPLICANT IS RESPONSIBLE FOR FULLY COMPLETING THE PERMIT APPLICATION AND PROVIDING ANY DOCUMENTATION REQUESTED BY THE ENVIRONMENTAL SERVICES. ALL INFORMATION MUST BE ACCURATE. ANY PERMIT APPLICATION WHICH IS INCOMPLETE OR INACCURATE SHALL NOT BE APPROVED.
   The application must include: the diagram of the system location (complete with distances to structures, water sources and property lines), and the application must be signed by the owner or agent of the owner.

5. Undeveloped lots must meet all the minimum setback acreage requirements. There shall be no exceptions. Developed lots existing prior to January 1, 1996 may be granted variances by the Montgomery County Board of Review.

6. Contact this office at 573-564-2495 to set up and appointment. Our environmental public health inspector, Terri Andrews, is in the office on Monday, Wednesday, and Friday 8:30 a.m. to 10:30 a.m. You may drop off the application during the health department's normal business hours or sent it by mail.

SEE BACK OF THIS PAGE FOR MORE INFORMATION!

EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER SERVICES PROVIDED ON A NON-DISCRIMINATORY BASIS
Specifications:

1. All new buildings, private or commercial, where people live, work, or assemble are required by County Ordinance to obtain a permit for all septic system installations. Previous to the occupation of said buildings a permitted, to code, septic system shall be installed and in operating condition. Commercial business wishing to install a lagoon must apply to the Missouri Department of Natural Resources in Jefferson City, MO for a construction permit – call 573-751-2729. A list of registered installers is available at http://health.mo.gov/living/environment/onsite/ose/Montgomery.php.

2. All permitted systems (including lagoons) shall have either a percolation test or a soil morphology examination performed by a person or persons registered with the State of Missouri. Results of these tests must be submitted with the permit application. A list of registered soil scientists is available at http://health.mo.gov/living/environment/onsite/counties/index.php.

3. Diagram specifications for sites plans:
   A. Plans for absorption field showing the following:
      1. Field locations with slope(s) indicated or with contour lines based on field measurement. If field areas are essentially flat or of uniform grade, spot elevations will be required for alternate systems;
      2. Field layout, length spacing connection, pipe sizes and clemnouts details, invert elevations of flow distribution devices and laterals, valves and appurtenances (accessory);
      3. Trench plan and profile drawings and flow distribution device details;
      4. Location and design of associated surface and groundwater drainage systems;
      5. Name, address and telephone number of the person(s) drafting the plans; and
      6. Any other information required by the administrative authority.
   B. Alternative systems whether or not specifically described in this rule must have:
      1. Engineer diagram required.

4. Any person planning on building in Montgomery County must apply for a building permit from the office of Planning and Zoning – located across 4th Street from the health department at 310 Salisbury, Suite D, Montgomery City, MO 63361 or call 573-564-2142.

Revised July, 2012
MONTGOMERY COUNTY ENVIRONMENTAL SANITATION ON-SITE SEWAGE DISPOSAL SYSTEM PERMIT APPLICATION

OFFICE USE ONLY

Received / / Approved / / Paid $165 on / / 
Expires / / Reviewed by: Permit #

1. Property Owner/Agent ____________________________ Home Phone (___) __________
Mailing Address __________________________________ Work Phone (___) __________
Site Address ______________________________________ Lot # ______ Lot Size ______
Directions to Site (From Montgomery City): Parcel ID # __________________

Legal Description: Section ______ Township _______ Range ______

2. Type of Installation: □ New □ Modification/Repair
Type of Building: □ Single-Family □ Multi-Family □ Business
Number of Bedrooms: __________________________
Water Supply: □ Public □ Private

3. Soil Information: □ Percolation Test □ Soil Morphology/Evaluation

* Percolation tests and/or soil evaluations must be performed by a qualified person prior to design and designing of the system. Include the results with the completed application and $165.00 permit fee.

4. Proposed System (Complete only pertinent information)

4A. □ Waste Stabilization Pond (Lagoon)
   Dimensions (length x width or diameter): ______________
   Total Water Surface Area (square feet): ________________
   Working Depth: __________________________
   Distance of: Overflow to property line ________________
                Nearest property line ______________________
                Nearest neighboring residence _______________
                Setbacks from residence _____________________

4B. □ Sewage Tank
   Type of Tank: □ Conventional Tank □ Aeration Unit
   Manufacturer: ________________________________
   Material: □ Concrete □ Plastic □ Fiberglass □ Metal □ Other
   Volume (gallons): _____________________________
   Absorption Field: Total Absorption Area _______________
   # If Trenches __________ Trench Width __________ Trench Depth __________
   Distance of: Tank to well ________________ Tank to residence ______________
                Field to well __________________ Field to residence ______________
                Field to property line __________ Field to stream or lake __________
                Field to water lines __________________
**4C. Alternative System**

- [ ] Low Pressure Pipe System
- [ ] Single Pass Sand Filter
- [ ] Wetlands
- [ ] Mound System
- [ ] Drip Irrigation
- [ ] Other (Specify)

*Include engineer design and other supporting information*

**6. Installer**

Name: ___________________________ Phone: ___________________________

Address: _______________________________________________________

City: ___________________________ State: _______ Zip Code: ___________

Registered: [ ] Yes [ ] No

*All information contained in and with this application is true and accurate to the best of my knowledge.*

**6. Signature of Owner or Agent:**

Date: ___/___/___

**7. Site Layout**

1. Show property lines and dimensions to reflect the shape and size of the property.
2. Diagram proposed system. Show appropriate elevations to indicate proper fall for system.
3. Show distances to house, well, water lines, property lines, geological features such as sinkholes, rock outcrops, lakes, ponds, creeks, etc.
4. Show distances to neighbors' wells, homes, etc.
5. Show locations of all percolation test holes or soil evaluation test pits.
6. Indicate any known easements that exist for utilities, roads, private driveways, or other easements.

---

**Note:** The image contains a table and a diagram section, but the text is not fully visible or legible in the given cropped section. The table format and the text descriptions are for reference and may not accurately reflect the actual content.
Plastic pipe meeting minimum requirements of (ASTM) Standards F799-83 and D3034-81, Schedule 40 PVC, cast iron or vitrified clay and all with approved type joints.

Plastic pipe meeting minimum requirements of (ASTM) Standards F799-83 and D3034-81, Schedule 40 PVC, cast iron or vitrified clay and all with approved type joints.

Dwelling Septic Tank Capacity

<table>
<thead>
<tr>
<th>Number of Bedrooms</th>
<th>Minimum Liquid Capacity (gallons)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-3</td>
<td>1000</td>
</tr>
<tr>
<td>4</td>
<td>1250</td>
</tr>
<tr>
<td>5</td>
<td>1500</td>
</tr>
</tbody>
</table>

These figures provide for use of garbage grinders, automatic clothes washers and other household appliances. Garbage grinders are not recommended due to the introduction of fats and other high organic loads.

Slopes no steeper than 3:1, inner slope no flatter than 4:1.
**701.031. Disposal of sewage, who, how, exception.--** Property owners of all buildings where people live, work or assemble shall provide for the sanitary disposal of all domestic sewage. Except as provided in this section, sewage and waste from such buildings shall be disposed of by discharging into a sewer system regulated pursuant to chapter 644, RSMo, or shall be disposed of by discharging into an on-site sewage disposal system operated as defined by rules promulgated pursuant to sections 701.025 to 701.059.

Except as provided in this section, any construction, operation, major modification or major repair of an on-site sewage disposal system shall be in accordance with rules promulgated pursuant to sections 701.025 to 701.059, regardless of when the system was originally constructed. The provisions of subdivision (2) of subsection 1 of section 701.043 shall not apply to lots located in subdivisions under the jurisdiction of the department of natural resources which are required by a consent decree, in effect on or before May 15, 1984, to have class 1, National Sanitation Federation (NSF) aerated sewage disposal systems.

#### Minimum Set-Back Distances

<table>
<thead>
<tr>
<th>Minimum Distance From</th>
<th>Sewage Tank (1)</th>
<th>Disposal Area (2)</th>
<th>Lagoons</th>
</tr>
</thead>
<tbody>
<tr>
<td>Private Water Supply well (3)</td>
<td>50 feet</td>
<td>100 feet</td>
<td>100 feet</td>
</tr>
<tr>
<td>Public Water Supply well</td>
<td>300 feet</td>
<td>300 feet</td>
<td>300 feet</td>
</tr>
<tr>
<td>Cistern</td>
<td>25 feet</td>
<td>25 feet</td>
<td>25 feet</td>
</tr>
<tr>
<td>Classified Stream, Lake or Impoundment*</td>
<td>50 feet</td>
<td>50 feet</td>
<td>50 feet</td>
</tr>
<tr>
<td>Stream or open ditch (4)</td>
<td>25 feet</td>
<td>25 feet</td>
<td>25 feet</td>
</tr>
<tr>
<td>Property Lines</td>
<td>10 feet</td>
<td>10 feet**</td>
<td>75 feet</td>
</tr>
<tr>
<td>Building foundation</td>
<td>5 feet</td>
<td>15 feet</td>
<td>15 feet</td>
</tr>
<tr>
<td>Basement</td>
<td>15 feet</td>
<td>25 feet</td>
<td>25 feet</td>
</tr>
<tr>
<td>Swimming pool</td>
<td>15 feet</td>
<td>15 feet</td>
<td>15 feet</td>
</tr>
<tr>
<td>Water line under pressure</td>
<td>10 feet</td>
<td>10 feet</td>
<td>10 feet</td>
</tr>
<tr>
<td>Suction water line</td>
<td>50 feet</td>
<td>100 feet</td>
<td>100 feet</td>
</tr>
<tr>
<td>Upstream interceptor drains</td>
<td>-</td>
<td>20 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>Downstream interceptor drains</td>
<td>-</td>
<td>25 feet</td>
<td>25 feet</td>
</tr>
<tr>
<td>Top of slope of embankments or cut of two feet (2') or more vertical height</td>
<td>-</td>
<td>20 feet</td>
<td>20 feet</td>
</tr>
<tr>
<td>Edge of surficial sink holes</td>
<td>50 feet</td>
<td>100 feet</td>
<td>500 feet</td>
</tr>
<tr>
<td>Other soil absorption system except repair area</td>
<td>-</td>
<td>20 feet</td>
<td>20 feet</td>
</tr>
</tbody>
</table>

* A classified stream is any stream that maintains permanent flow or permanent pools during the dry season and supports aquatic life.
** Recommend twenty-five feet (25') of down slope property line initially, but repair may be allowed to ten feet (10') of down slope property line.

1. Includes sewage tanks, intermittent sand filters and dosing chambers.
2. Includes all systems (sand filter, wetland and the like) Except wastewater stabilization ponds.
3. Unplugged abandoned wells or wells with less than eighty feet (< 80') of casing depth shall have one hundred fifty feet (150') minimum distance from all above.
4. Sewage tanks and soil absorption systems should never be located in the drainage area of a sinkhole.

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