

Yamhill County

DEPARTMENT OF PLANNING AND DEVELOPMENT

525 NE 4TH STREET • McMinnville, Oregon 97128

Phone: 503-434-7516 • Fax: 503-434-7544 • TTY: 800-735-2900 • Internet Address: <http://www.co.yamhill.or.us/planning>

Site Evaluation Report Guide

Items needed to process your application:

1. **Completed Application Form and Fees:** Incomplete applications will be returned.
2. **Signed Authorization for Agents to apply for site evaluation, signed by owner**
3. **Preliminary Site Development Plan:**
Show test hole locations with distance to 2 adjoining property lines, proposed and existing structures (i.e., house location, driveway, etc.), and physical features along with corresponding measurements and distances. Show property lines, easements, **all wells** within 200' of proposed septic location (including wells not used and neighboring wells), and north direction on the plot plan. The plan must be to scale with the scale noted, or all distances indicated on the plan.
4. **Test Holes:**
Dig two or more test holes in an area of the proposed disposal field. Test holes should be 5' deep, 2-4' wide, 4+' long and approximately 75' apart (**please provide access steps or a sloped entrance**). Test holes may not be closer than 100 feet to wells, springs or year round surface water bodies (average high water mark). The application will not be processed until the test holes are provided (unless the sanitarian has an appointment to meet with the backhoe operator).

The Site Evaluation Report will be sent to you when the evaluation process is completed; the following items will be included with the report:

- 1) A map showing the approved area, pit locations, direction of slope, setback concerns, existing wells and surface bodies of water.
- 2) Soils Notes showing soils profile evaluation.
- 3) A written report stating the type of onsite septic system that has been approved for this parcel, along with drainline lengths and depths, as well as minimum septic tank requirements.

Any alteration to the natural landscape and soil conditions in the area approved for the on-site system or replacement area may void this approval. This site evaluation approval stays with the land. Land use approval will be needed when applying for a construction installation permit. Any subdivision, partitioning or alteration of this parcel may void this report

Call the Yamhill County Department of Planning and Development if you have any questions (503-434-7516).

On-Site Sewage Disposal Fees – July 1, 2022

New Site Evaluations	Fee	Agcy	Schg	Total
RESIDENTIAL				
Site Evaluation - 1st lot.....	\$712		+ \$100	\$812
Site Evaluation - each add'l.....	\$712		+ \$100	\$812
COMMERCIAL FACILITY SYSTEMS				
For 1st 1000 gallons projected daily sewage flow.....	\$712		+ \$100	\$812
For each 500 gallon or part thereof above 1000 gal	\$173			
 <u>Other Fees</u>				
DEQ Surcharge.....				\$100
Agency Sign-off.....				\$50

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Site Evaluation Checklist

1. Signed authorization form: Yes No N/A
Only needed if someone other than the owner is making the application.

2. Application information needed:
 - Name, address & telephone number of applicant and owner (include site address if different)
 - Water supply on property
 - Tax Lot number
 - Lot size
 - Subdivision Yes No
If yes, Lot # _____ Block No.: _____

3. Required Attachments:
 - Preliminary site development map
 - A **MINIMUM** (2) test holes with distances of 75-100 feet apart
 - ALL** wells identified within 200 ft. of test holes (including neighboring properties)
 - Any property Lines within 150 ft of test holes
 - Identify proposed house/out building locations
 - Identify proposed driveway location
 - Identify **ALL** temporary and permanent water run-off areas (i.e.: ponds, ditches, streams, swales, etc.)
 - Identify **ALL** soil cuts over 30 inches in depth within 100 ft. of the test holes

Test Pit Preparation for Onsite Sewage Evaluations



State of Oregon
Department of
Environmental
Quality

Water Quality
Onsite Program
811 SW 6th Avenue
Portland, OR 97204
Phone: (503) 229-5696
(800) 452-4011
Fax: (503) 229-5850
www.deq.state.or.us

When do you need a "Test Pit?"

When you apply for a permit to construct an onsite sewage disposal system, a DEQ or County Inspector will have to visit the proposed construction site. A *test pit* allows the inspector to test and examine the soil and soil layers and will help determine if it is appropriate to proceed with construction. This process is often referred to as a "site evaluation."

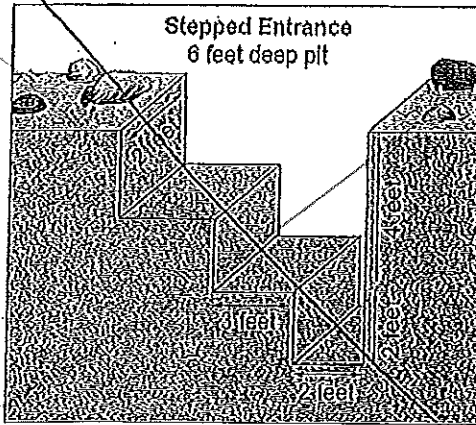
Preparing the test pit

To provide for pit stabilization and safe access, standard test pits for site evaluations must be prepared in the following manner:

- The bottom of the pit shall be at least 2 feet wide and 4 feet long.
- The depth shall be at least 4.5 feet and shall not exceed 5 feet.
- In some instances, pits need only be excavated to the layer of hard rock or to the water table if that layer is less than 5 feet.

6-Foot test pits

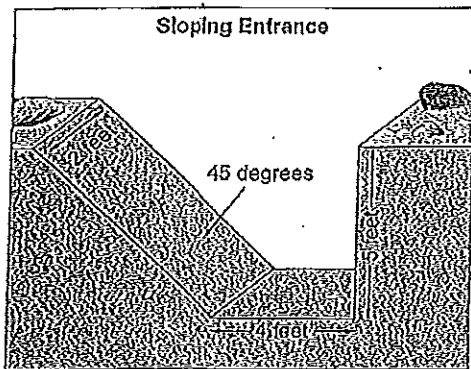
At the *request of the inspector*, test pits may need to be excavated to a depth of 6 feet as shown in the figure below:



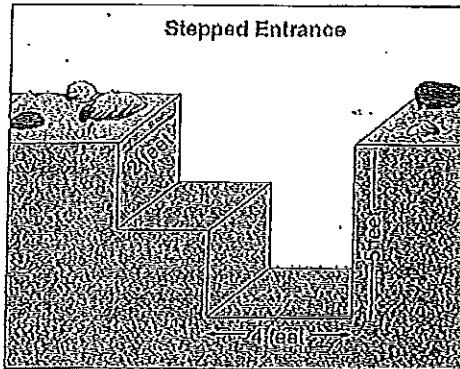
The entrance to a 6-foot test pit may be sloped or stepped as soil conditions warrant.

Providing Access to the Standard Test Pits:

For easy access, one end of the test pit shall be either:



Sloped at approximately 45 degrees or less if the soils are dry or loose.



Stepped when soils are wet.

All spoils need to be a minimum of 2 feet from the pit edge.

Learn more about Oregon's Onsite Sewage Treatment and Disposal Program and locate a local onsite representative. Contact DEQ or visit DEQ's Onsite web page at:

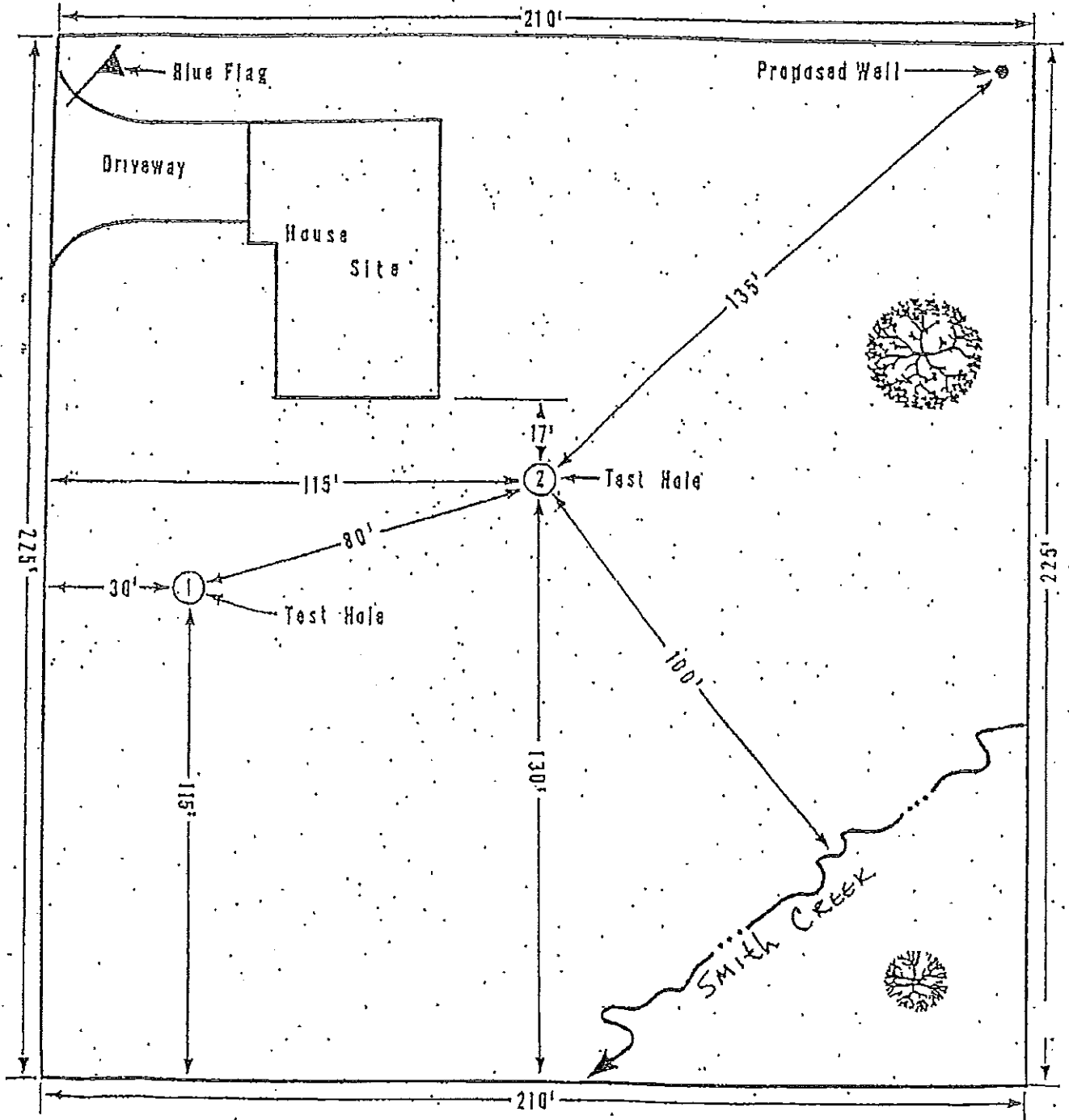
<http://www.deq.state.or.us/wq/onsite/onsite.htm>

Last Updated: 10-29-02
By: Bobbi Koch

Example



PRELIMINARY SITE DEVELOPMENT PLAN



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Site Evaluation Checklist

1. Signed authorization form: Yes No N/A

2. Application information needed:
 - Name, address & telephone number of applicant and owner (include site address if different)
 - Water supply on property
 - Tax Lot number
 - Lot size
 - Subdivision — Yes No
If yes, Lot # _____ Block No.: _____

3. Required Attachments:
 - Tax lot map
 - Vicinity map — (show entry point onto property & access to test site)
 - Preliminary site development map
 - A **MINIMUM** (2) test holes with distances of 75-100 feet apart
 - ALL** wells identified within 200 ft. of test holes (including neighboring properties)
 - Any property Lines within 150 ft of test holes
 - Identify proposed house/out building locations
 - Identify proposed driveway location
 - Identify **ALL** temporary and permanent water run-off areas (i.e.: ponds, ditches, streams, swales, etc.)
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