

## **Checklists for Health Permits** *By Application Type*

### **Health Sewage System Application Package:**

- OSE/PE Certification Statement/Cover Page
- System Specification Page
- Construction Drawing
- Sanitary Survey
- Survey plat of property -or- Form 11 "Request for survey waiver"
- Site and Soil Evaluation
- Site Sketch (With Locations Identified)
- Conditional Assessment Form – (required with repair permits or voluntary upgrade permits)
- Petition for VDH Services form (If applicable see Hardship Guidelines)

### **Health Sewage System (Pump & Haul) Application Package:**

#### **Permanent P&H –**

- \*Board of Supervisors approval documentation\*
- OSE/PE Certification Statement/Cover Page
- Survey Plat of property -or- Form 11 "Request for survey waiver"
- Site Sketch
- System Specification Page
- Construction Drawing
- Sanitary Survey

#### **Temporary P&H –**

- OSE/PE Certification Statement/Cover Page
- Survey plat of property -or- Form 11 "Request for survey waiver"
- Site Sketch
- System Specification Page
- Construction Drawing
- Sanitary Survey
- Availability of sewer service and date available
- Bond information or other assurances

#### **Emergency P&H –**

- OSE/PE Certification Statement/Cover Page
  - Survey Plat of property -or- Form 11 "Request for survey waiver"
  - Site Sketch
  - System Specification Page
  - Construction Drawing
  - Sanitary Survey
  - Petition for VDH Services form (If applicable, see Hardship Guidelines)
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**Health Well Permit Application Package:**

- OSE/PE Certification Statement form/Well Only Cover Page
- Well Specification Page
- Construction Drawing
- Sanitary Survey
- Site Plan
- Abandonment Procedure (If applying for abandonment)
- Petition for VDH Services form (If applicable, see Hardship Guidelines)

**Health Certification Letter Application Package:**

- OSE/PE Certification Statement/Cover Page
- System Specification Page
- Construction Drawing
- Sanitary Survey
- Site and Soil Evaluation
- Site Sketch (with drainfield sites identified)
- Survey Plat (with drainfield sites identified)

**Health Safe, Adequate and Proper Evaluation Application Package:**

- VDH State Form 2B Application Form
- VDH State Form 3A Evaluation
- Private Sector documentation of existing conditions
- Site Plan
- Petition for VDH Services form if requesting LCHD services.

**Health Water and Sewer Evaluation Application Package:**

- Safe, Adequate, and Proper documentation of existing conditions
- Wastewater Characterization for the proposed use
- OSE/PE Certification Statement/Cover Page
- Site Plan
- Water system potability and suitability documentation
- ODW Water System Questionnaire

**Health Subdivision Application Package:**

- OSE/PE Certification Statement/Cover Page
  - Soil Evaluation: Including Abbreviated Design for each proposed drainfield site.
  - Survey Plat: With drainfield sites identified as well as all site features/existing conditions such as topography, structures, wells, etc.
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**Health Hydrogeologic Application Package:**

**Prior to Application**

- Drilling Plan (to approve well locations)
  - Apply for wells (See Health Well Permit requirements)

**Hydro Application**

- Hydro Report (after wells are drilled & tested)
  - See Loudoun County Facilities Standards Manual (FSM) Chapter 6

**Contractors Application Package:**

- Appropriate DPOR License (required by DPOR for specific trade)
- Proof of Bond (only required for Well Drillers)

**Septic Haulers: (Pump & Haul and Portable Toilets):**

- Truck inspection form from inspector (if done by Loudoun County)
- Truck Inspection proof (if not done by Loudoun County)