



**Hood River County Environmental Health Department**  
1109 June Street, Hood River OR 97031

## **Construction/Installation Permit Guide for Septic Systems**

**Per Oregon Revised Statute 454.655 (1) Except as otherwise provided in ORS 454.675, without first obtaining a permit from the Department of Environmental Quality, no person shall construct or install a subsurface sewage disposal system, alternative sewage disposal system or part thereof.**

### **Items required to process your application:**

**1. Completed application form and fee:**

Please make sure your application is complete. Incomplete applications will be returned.

**2. Land use compatibility statement:**

Must be signed by county and/or city planning department.

**3. A vicinity / locator map:**

On an 8½ x 11 sheet of white paper, show how to get to your property. If your property is remote or hard to find, please also describe in writing how to find it. Please flag the entrance to your property.

**4. A tax lot map:**

A tax lot map obtained at your local county assessor's or planning department.

**5. Construction/installation plan:**

- Refer to your Site Evaluation Report, as it shows the approved drainfield location, the approved area as described in your site evaluation report, and other construction details.

- Draw a site plan from actual measurements that show the location of all buildings, roads, driveways, property lines, easements, springs, wells, lakes, ponds, rivers, streams, drainage areas and other physical features. Make sure you show the location of the septic tank, distribution box or drop boxes, disposal lines, and the replacement / repair area.

- At the time of installation the person installing the septic system should use a transit or laser level to provide the following measurements to be included in the as built plan: the elevations of the building sewer line, the inlet and outlet of the septic tank, and the distribution box or drop boxes. Also include the elevation and length of each disposal trenches

- If your approved system requires a pump, please provide a pump curve (hydraulic profile) for each pump and a cross section of the septic tank.

- If your approved system is a sand filter, please provide a pump curve (hydraulic profile) for each pump, a cross section of the septic tank, and sand filter plans, top and side views.

**6. Other information:**

Please include your name, township, range, section, and tax lot or account number on all maps and drawings that you submit.

**Mail or hand-deliver the application, fee, and attachments to:**

**Hood River County Environmental Health  
1109 June Street  
Hood River, OR 97031**

**For more information:**

If you would like more information on Construction/Installation Permits for Onsite Septic Systems, please call: **(541) 387-6885**