Harris County Health Department

Post Office Box 265
210 Forest Hill Drive
Hamilton, Georgia 31811

August 26, 2008

TO: All Potential Subdivision Developers

FROM: Sandy Wilson
Environmental Compliance Specialist

The Georgia Manual for On-Site Sewage Management Systems states that a subdivision is any tract of land divided into five or more lots with any one being less than three acres. If this defines your plan for development, you need to be aware of the Environmental Health Office requirements that must be met before any Health Department approval may be obtained.

Please submit the following items. We must receive these before we begin our review.

1. Topo map depicted in 2 foot contour intervals
2. Level 3 soils report (4 holes per acre)
3. Subdivision Application Fee of $300.00
4. $50.00 / lot review fee
5. Vicinity map
6. Boundary plat drawn to scale
7. Proposed lots and streets including lot identification, dimensions, building lines and square footage of lots
8. The location of all present and proposed wells (must preplot all wells if no public water is available), water systems, water courses, flood plains, sewage systems, structures, right-of-ways, utilities, storm water drainage systems and easements on the property and within 100 feet outside the perimeter of the property.
9. The name, registration number and seal of the preparing professional surveyor or engineer.
10. Completed Subdivision Analysis Record provided by this office
11. Land Disturbance Activity Permit (issued by EPD)
12. Approved storm water pollution prevention plan (issued by EPD)
13. The letters of approval to begin construction of a public water supply system and approving the source of the water supply where a public water supply system is to be utilized (issued by EPD or Harris County Water Works or other owner of water system).

We must receive all documents at least 30 days before we are asked to sign final plats. Please do not ask for an exception. We reserve the right to notify you in writing if more time is required due to number of lots, weather, etc.

Lot property lines and lot numbers must be clearly marked prior to our evaluation. We must be able to stand on the street and know what lot we are viewing. Property lines must also be clearly marked. Test holes must be flagged and clearly marked as they appear on soil scientist soils report. If soils work was done some time prior, flags tend to fade and not be legible. Please have soil scientist remark.

"Approval required" - No person may sell, offer for sale, lease, rent, begin construction or otherwise begin the physical development of a lot or lots in a subdivision or mobile home park until written approval of plans for water supply and sewage disposal has been obtained from the County Board of Health. This approval constitutes general acceptance of all lots, except those lots excluded, for development with on-site sewage management systems. (Excluded lots may receive further consideration based on additional information.)

"Limits on Use of On-Site Sewage Management Systems for Subdivision and Mobile Home Parks" - Approval of subdivisions and mobile home parks utilizing on-site sewage Management systems shall not be granted:

(a) When a public or community sewage system is available within five hundred feet (500') off the subdivision or mobile home park;
(b) When soil maps, descriptions, and reports compiled by a registered Soil Classifier indicate that soil conditions prohibit safe development of on-site sewage management systems.
(c) Prior to receipt of a letter(s) from the Environmental Protection Division approving the plans to construct the public water supply system and approving the source of the water supply where a public water supply system is to be utilized.
(5) "Construction Permits" - Construction permits for on-site sewage management systems shall be issued in accordance with Section 290-5-26-.03(2)(a) of the Rules for On-Site Sewage Management Systems.

If you have any questions or if we can be of additional assistance, please call our office at (706)628-5780.

Georgia Department of Human Resources
SUBDIVISION ANALYSIS RECORD

I. General Information

A. Name of Subdivision _____

1. Owner/Agent _____ Telephone _____

2. Address _____

B. Location of Subdivision _____

1. County _____ Land Lot _____ G.M.D. or Land District _____

C. Characteristics of Subdivision:

1. Area of Subdivision _____Acres. Typical lot size _____ sq. feet

2. Number of Lots _____

3. Typical Home: Square footage _____ No. of Bedrooms _____ No. of Baths _____

D. Adjacent Subdivisions

Name of Subdivision	Location	Distance

II. Sewage Disposal

A. Public or Community Sewage System Availability (existing or under construction)

1. Name of System _____

2. If community system give owner's name _____

Address _____

3. Nearest sewer (existing or under construction) to subdivision or overall tract if developed in sections:

Distance _____ Size _____ Is gravity flow possible? _____

4. If system is under construction, give completion date _____

B. Future Availability of Sewer (planned or under construction):

1. Are sewers to be extended to serve this area? _____

2. Has the Environmental Protection Division approved plans and specifications? _____

Date _____

3. Estimated date sewer will be available _____

C. Attach letter from responsible public official or community system owner stating position on subdivision connection to system.

D. On Site Sewage Management System:

1. Are on site sewage management systems proposed for each lot? _____

2. Are soil reports, soil maps and soil data sheets from approved soil classifier attached? _____

III. WATER SUPPLY

A. Public or Community Water Supply Availability (existing or under construction)

1. Name of Water System _____

2. Nearest Available Main: Distance _____ Size _____ Pressure _____

3. If public or community water system is privately owned, give

Owner's Name _____ Address _____

4. If community well. has the Environmental Protection Division issued a source approval? _____

5. Has the Environmental Protection Division approved the water supply system? _____

B. Future Availability of Water System (planned, not under construction):

1. Is a public or community water system proposed? _____

2. Name of Engineer/Firm _____

Address _____

3. Has the Environmental Protection Division approved plans and specifications? _____

C. Attach letter from responsible official or owner stating status on connection of subdivision to public or community water system.

D. Individual Water Supply:

1. Are individual wells planned for each lot? _____

(For Department Use Only)