



West Central Health District Environmental Health

Requirements for Subdivision and Mobile Homes Park Proposal

You are proposing a subdivision or mobile home park for on-site sewage management systems. This agency reserves the right to notify you in writing if more time is required due to number of lots, weather, etc. Your request will not be processed until all documents and applicable fee(s) are submitted to the local Health Department. The final plat will not be signed until the review is complete.

Lot property lines and lot numbers must be clearly marked prior to the site evaluation. Property lines must also be clearly marked. Soil borings must be flagged and clearly marked as they appear on soil report. If flags are faded or not visible, please have soil scientist remark the soil borings.

Chapter 511-3-1-.02 Definitions:

Mobile Home Park means a parcel of land developed for subsequent rental, lease, or placement of two or more mobile homes.

Subdivision means any division of a tract or parcel of land into five or more lots, building sites, mobile home sites, or other divisions, resulting in at least one single lot of less than three acres, for the purpose, whether immediate or future, of sale or legacy, and includes re-subdivision.

Revised 12/6/2019



West Central Health District Environmental Health

Subdivision and Mobile Home Park Proposal Requirements

The following are required for subdivision and mobile home park proposals:

- _____ Subdivision Application Fee (see local County Health Department)
- _____ Subdivision/ Mobile Home Park Plan Review fee per lot (see local County Health Department)
- _____ A boundary plat drawn to a reasonable scale which includes:
 1. A vicinity map;
 2. Proposed lots and streets including lot identification, dimensions, building lines and square footage of lots;
 3. A topographic map depicted in two foot (2') contour intervals. Additional contour intervals may be required by the County Board of Health.
 4. A soil map and soil descriptions including the square footage of usable soil based on a high intensity soil study, Level 3, conducted in compliance with the Manual for On-Site Sewage Management Systems;
 5. Submit each lot on a separate sheet of paper (pulled from large soil map) in workable scale.
 6. The location of all present and proposed wells, water systems, water courses, flood plains, sewage systems, structures, right-of-ways, utilities, storm water drainage systems, proposed road and street construction, grading or disturbance plans, setbacks, and easements on the property and within one hundred feet (100') outside the perimeter of the property; and
 7. The name, registration number and seal of the professional surveyor or engineer that prepared the development plan.
- _____ A completed Subdivision Analysis Record on forms provided by the Department (see attached)
- _____ A copy of the following documents issued by the Environmental Protection Division of the Department of Natural Resources:
 1. The land disturbance activity permit issued by either the Environmental Protection Division, or by a governing authority of the applicable county or municipality certified by the director of the Environmental Protection Division pursuant to the Official Code of Georgia Annotated Section 12-7-8 (a); and
 2. A letter 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 or other approved authority.
- _____ When building on or near wetlands and/or designated state waters - Written approval from the US Army Corps of Engineers is required for each lot or subdivision as a whole. The approval must include the understanding that the wetlands and state waters are being crossed with components used for an Onsite Sewage Management System.

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Subdivision Analysis Record

I. GENERAL INFORMATION		
Name of Subdivision:		
Owner/Agent:		Phone:
Address:		
Location of Subdivision:		
County:	Land Lot:	Land District:
Total Area of Subdivision (acres):		Typical Lot Size (sq ft):
Number of Lots		Typical Home Size (sq ft):
Typical # of Bedrooms:		Typical # of Bathrooms:
Adjacent Subdivisions		
Name of Subdivision	Location	Distance
II. SEWAGE DISPOSAL		
A. Public Sewage System Availability (existing or under construction)		
Name of System:		
Owner Name:		
Owner Address:		
B. Nearest Sewer to Subdivision or Overall Tract if Developed in Sections		
Distance:	Size:	Is gravity flow possible?
If system is under construction, give completion date:		
Future availability of sewer (planned or under construction):		
Are sewers to be extended to serve this area?		
Has the EPD approved plans and specifications?		If so, provide approval date:
Estimated date sewer will be available:		
Attach letter from responsible public official or community system owner stating position.		



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C. On-Site Sewage Management Systems		
Are on-site sewage management systems proposed for each lot?		
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)		
Name of Water System:		
Nearest Available Main:		
Distance:	Size:	Pressure:
If public or community water system is privately owned, provide information below:		
Owner's Name:		Owner's Address:
If community well, has the EPD issued a source approval?		
Has the EPD approved the water supply system?		
B. Future Availability of Water System (Planned, not Under Construction)		
Is a public or community water system proposed?		
Name of Engineering Firm:		Address:
Has the EPD approved plans and specifications?		
Attach letter from responsible official or owner stating status on connection of subdivision to public or community water system.		
C. Individual Water Supply		
Are individual wells planned for each lot?		
IV. COMMENTS AND RECOMMENDATIONS		
DPH Representative:		Date: