

Note: All property pins shall be visible or clearly marked prior to the site visit.

# Essential Items for Design Requests

Note: Please contact 811 Dig Before The Site Visit is Completed

Property pins not visible or clearly marked will lead to additional fees.

If a swimming pool is planned, please attach the pdf plan and dxf file (provided by the pool contractor).

If overhead or underground electrical/utilities with easements will be present in, around, or over the septic area, a variance may be required. The homeowner shall obtain the variance prior to the site visit.

Test holes must be dug prior to the site visit. This may be completed by the property owner or installer. If test holes are not dug, additional trip changes will occur. Test holes shall be a min. of 5' deep and 2-3' wide.

- Owner's Name:** \_\_\_\_\_
- Phone #:** \_\_\_\_\_
- Email Address:** \_\_\_\_\_
- 911 Address:** \_\_\_\_\_
- Plat, survey, warranty deed, and/or field notes:** \*Please attach in the email\*
- Home data:** 1. # of Bedrooms: \_\_\_\_\_ 2. SQ. FT. Living Area: \_\_\_\_\_
- Type of water supply:** Public Water Supply: \_\_\_\_\_ or Well: PSI Cemented: \_\_\_\_\_  
If public water supply, is main located on: Residence Side: \_\_\_\_\_ Across Street: \_\_\_\_\_ Unsure: \_\_\_\_\_
- A site plan:** \*Please attach in the email\* Flood Hazard Area Present: \_\_\_\_\_
- Type of System Desired:** \_\_\_\_\_ **Other:** \_\_\_\_\_

## Further Information Below: County: \_\_\_\_\_

- **Owner's Name**
- **911 Address** for subject property and property id number if available
- **Plat, survey, deed and/or field notes** for subject property to include legal description either in a subdivision or on acreage. These items should be clearly legible and must be to scale if possible. (Tip: You can usually find these in your closing documents). Plats can usually be found at the county clerk's webpage.
- **Home data** i.e. # of bedrooms, SQFT of living area, and house plan if available. Include any bonus or flex rooms that have closets (house must match up with what is originally on file with the county) to ensure proper Q. This will help verify data matches the current design and permit on file with the local permitting authority. Home shall be staked, formed up, or poured prior to the site visit so accurate measurements can be taken (plumbing roughed in is ideal).
- **Type of water supply**, either public water supply with name, private well with location noted on survey, or rain water harvesting. If there is an existing well on the property, it MUST be noted on the survey or site plan with notes clearly describing its location so it can be verified upon time of site visit. \*If altering an existing system in any way, 12 months of water data is required. This information is available from your water supplier. If 12 months of water data is unavailable, please notify the designer.
- **A site plan** is required if more than one building, surface improvement, carport, garage, or pool is planned. If the owner has any special requests for future improvements, these should be mentioned as well.
- **Note: Test holes may be required** to complete your request if it appears that the disposal method will be changing. This happens when a system must be changed from surface irrigation to any other subsurface disposal or from one type of subsurface disposal to another.

\*Designer must know all detail in full when this document is submitted. If redraws/revisits are required, there may additional fees\*



Camden LaCanne R.S.  
254-718-5020  
alphaonsitedesign@gmail.com

Acknowledged By: \_\_\_\_\_

Date Signed: \_\_\_\_\_

I look forward to the opportunity to serve you.