

## **Subdivision Evaluation Procedures and Checklist** **(Served by Subsurface Sewage Disposal)**

**Instructions for subdivisions with subsurface sewage disposal systems:** It is the owner/applicant's responsibility to furnish Eastern Idaho Public Health (EIPH) with **ALL** the necessary information to satisfy the intent of Idaho Code Title 50 Chapter 13 for the lifting of sanitary restrictions. **(This may include ground and/or surface water monitoring through a complete spring and summer season.)**

Before any on-site work will be done by EIPH, an application, fee, and preliminary plat created by an Idaho Licensed Surveyor must be submitted to EIPH. If any soils, ground water (GW) monitoring, wetland, or floodplain work has been done on the property by an engineer, please submit those reports with the application.

Failure to provide all information as requested, or if the environmental evaluation shows the Subsurface Sewage Disposal Rules (IDAPA 58.01.03) can't be met, EIPH may deny the lifting of sanitary restrictions. Also contact the county or city jurisdiction where the proposed subdivision is located and begin working on their requirements simultaneously with EIPH's requirements.

### **Steps for developing property:**

#### **1. Schedule a meeting with EIPH to present your proposal, and bring the following:**

- a. The completed EIPH application form.
- b. The appropriate Land Development fee as required on the EIPH fee schedule. (Half the fee will be required up front and then the other half when the plat is signed)
- c. A full size scaled preliminary plat of the proposed subdivision showing additional information requested under "**Preliminary Plat Map**" (#4 - #17) on the checklist.

#### **At the proposal meeting, EIPH will:**

- a. Review the subdivision process.
- b. Discuss timelines and onsite evaluation and monitoring.
- c. Discuss other items as needed or requested. (i.e., accessibility to central sewer, wetlands. Etc.)

#### **2. Schedule a time to dig test holes when EIPH can be present for inspections.** EIPH will evaluate test holes to determine soil type and depth to any limiting layers.

#### **3. Evaluation by EIPH.** After the initial onsite, EIPH will determine if more test holes, ground/surface water monitoring or other information will be needed. **If GW is encountered or expected within 10 feet of surface, or if temporary or intermittent surface water is suspected on property, ground and/or surface water monitoring must be completed through a complete spring and summer season.**

#### **4. Finalization and signature of plat.** After all required information has been submitted, and EIPH has determined that the Subsurface Sewage Disposal Rules (IDAPA 58.01.03) can be met, the applicant will be given the correct sanitary restriction language to be placed on the plat. The applicant will pay any remaining fees at the time EIPH signs the plat.