



ENVIRONMENTAL HEALTH DIVISION - ONSITE SEPTIC

Site Evaluation Checklist

Complete the following checklist prior to scheduling a site evaluation. Site evaluations may be billed at the time of the evaluation, unless the evaluation is associated with an open project. Fees are assessed based on the purpose of site evaluation.

Contact Information

Your Name: _____ Email: _____

Mailing/Billing Address: _____ Phone(s): _____

Preferred method of contact: Call Text E-mail Other: _____

Are you the property owner?: Yes No (if yes, skip to property information)

If no, what is your relationship to the project: _____

Do you have permission from the owner to do a site evaluation? Yes No

Legal property owner: _____ Email/phone: _____

Who should the site evaluation results go to? _____

Property Information

Site Address: _____ Parcel #: _____

Water Source: Domestic/Private Well Public system, name: _____

Is sewer or public wastewater system within 200ft of property? Yes No Unknown

Parce Size (acres): _____ Are there existing easements/encumbrances? Yes No

If yes, describe: _____

Project Information

Purpose of site eval: New system Replacement system Expansion/Repair
 Land use/Planning review Other: _____

This site evaluation and project is associated with (check all that apply):

Short Plat Rural Housing Certificate Building Permit Property Transfer Failure of existing septic

Other: _____

Property Use: Residential: # of bedrooms : _____ Commercial: Type : _____

Have you contacted County Planning to discuss the project? Yes No Unknown

According to County Planning, is this property in a critical area? Yes No Unknown

If yes, describe: Wetland Floodplain Palouse Prairie Other: _____

Have you called 811 to locate all utilities? Yes No N/A (no utilities on site)

Site Evaluation Information

A backhoe/excavator and experienced operator will be onsite during site eval Yes No

The backhoe/excavator is equipped to dig several 6-8' deep, 3-4' wide test holes Yes No

Backhoe Operator is a Whitman County Licensed Installer Yes No

Backhoe Operator has read the Site Evaluation Excavation Instructions Yes No

Billing Information

Your Name: _____ Email: _____

Mailing/Billing Address: _____ Phone(s): _____