

Camden County Septic & Well Permitting Process

STEP #1: PERMIT APPLICATION

- A. Septic Permit: To apply for a septic permit, the following information is required. An application is not considered complete until our office has received all of the following:
- Completed and signed application.
 - Soil report from an approved soil classifier.
 - Payment of \$165 (check, money order, or Visa/MasterCard).
 - To-scale plot/site plan showing proposed structures, septic/drainfield location, well location, driveway, pool, and any other improvements planned for the property.
 - A floor plan may be required to verify the number of bedrooms.
 - Approval from the Building & Development Office to verify the property is properly zoned for the intended use and structures, (912) 729-5603.
- B. Individual Well Permit: To apply for a well permit, the following information is required. An application is not considered complete until our office has received all of the following:
- Completed and signed application.
 - Payment of \$130 (check, money order, or Visa/Mastercard)
 - Plat or aerial indicating desired well location

Upon receiving a completed application, our office has 10 business days to visit the site. Please plan accordingly.

STEP #2: SITE VISIT

- A. An Environmental Health Specialist will visit the site to determine the water table, percolation rate, and any other factors taken into consideration for permit approval.
- B. When the appropriate paperwork is completed, our office will contact you (or the person indicated on the application). A septic and well permit will be issued if the lot is approved. If not approved, further instructions will be provided.

STEP #3: PERMIT ISSUANCE

- A. Septic Permit:
- a. Return to our office to sign **2** copies of your septic permit. One copy remains in our office, you will receive the second copy for your files.
 - b. Only a state certified septic installer can install septic systems. A list of certified contractors is available upon request.
- B. Well Permit:
- a. You will be notified when the well permit is ready, no signature is required.
 - b. Wells must be installed by a licensed well driller. A list of certified contractors is available upon request.



STEP #4: SEPTIC/WELL INSTALLATION

- A. Septic Installation:
 - a. Septic systems must be installed according to all permit specifications and DHR Rules for On-Site Sewage Management Systems. Fill certificates are required on all system utilizing 12" or more of fill dirt.
 - b. Prior to covering the tank or drainfield, the septic contractor must contact our office to arrange for a system inspection, (912) 729-6012.
 - c. Upon approval from Environmental Health, the system may be covered.
- B. Well Installation:
 - a. Wells must be installed greater than 100' from any drainfield and 50' or greater from any septic tank.
 - b. Well drillers must provide a "Certification of Completion" to our office after well is installed.

STEP #5: SEPTIC/WELL FINAL INSPECTION

You are responsible for contacting our office to arrange the final well and septic inspections. Please allow sufficient time for our office to visit the site and for possible corrections/ re-sampling to occur.

- A. Septic Final Approval
 - a. An above ground drainfield is required to have seed and hay or sod as stabilization. For above ground system with sides sloped steeper than 3:1, sod is required.
 - b. At this point in time, the system will also be checked to ensure the cover, shoulders, and other system requirements have been met by the septic contractor.
- B. Well Final Approval
 - a. The wellhead must be surrounded by 2' of solid concrete in all directions. A 4'x4' concrete slab is considered sufficient with the wellhead in the center. The slab must be 4" thick. **Wells that do not have an approved concrete slab will not pass the visual inspection required for final approval.**
 - b. The well must pass a bacteriological water-sampling test to ensure water safety. The test requires that the well be functioning (power must be supplied if pump is required for use). After sample is taken, it must incubate for **48 hrs**. Please leave ample time for sampling and possible re-sampling. **Final well approval will not be granted until the water sample has returned satisfactory results.**

PLEASE KEEP IN MIND; FINAL APPROVAL THROUGH OUR OFFICE IS REQUIRED TO RECEIVE A CERTIFICATE OF OCCUPANCY.