

**CARLTON COUNTY**  
**ZONING AND ENVIRONMENTAL SERVICES**  
301 Walnut Avenue, Room 103  
P.O. Box 220  
Carlton, MN 55718-0220  
218-384-9176  
[www.co.carlton.mn.us](http://www.co.carlton.mn.us)

\_\_\_\_\_  
**Permit number**  
\_\_\_\_\_  
**Township**

**PRELIMINARY PLAT APPLICATION**

**The following conditions must be met in order to be approved for a Preliminary Plat per Carlton County Subdivision Ordinance #28:**

- Requires Planning Commission review and County Board approval.
- Requires the preparation of a plat by a registered land surveyor.
- You may be required to reimburse the County for fees for professional advice regarding the review of the preliminary plat and required information.
- The subdivision complies with all requirements of Carlton County Zoning Ordinance #27, Carlton County Subdivision Ordinance #28 and Carlton County Subsurface Sewage Treatment System Ordinance #30.

**The following procedures must be followed:**

- Review subdivision sketch plan with Zoning and Environmental Services Administrator before applying for a preliminary plat. Submit the sketch plan and schedule a meeting.
- The sketch plan should include: the proposed lot layouts and size, land use, general street layout, and generalized natural features. The plan should include any required zoning district changes.
- The Zoning and Environmental Services Administrator will review the sketch plan with you to determine compliance with Carlton County ordinances and the State of Minnesota environmental review program.

**Please complete each entry and check off each item. An incomplete application will be returned.**

**APPLICANT:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

**EMAIL (optional):** \_\_\_\_\_

\_\_\_\_\_  
**DAYTIME PHONE NUMBER**

\_\_\_\_\_  
**OTHER PHONE NUMBER**

**AUTHORIZED REPRESENTATIVE:** \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE PHONE NUMBER:** \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE ADDRESS:** \_\_\_\_\_

**FOR OFFICE USE ONLY**

PERMIT NUMBER \_\_\_\_\_ FEE \_\_\_\_\_ CASE NUMBER \_\_\_\_\_

ZONING DISTRICT \_\_\_\_\_ SHORELAND CLASS \_\_\_\_\_ RECEIPT NUMBER \_\_\_\_\_

VARIANCE \_\_\_\_\_ SHORELAND ID NUMBER \_\_\_\_\_

DATE, TIME AND PLACE OF HEARING \_\_\_\_\_

APPROVED  DENIED BY \_\_\_\_\_ DATE \_\_\_\_\_

CONDITIONS ATTACHED  YES  NO

C/T \_\_\_\_\_ PLAT \_\_\_\_\_ PARCEL \_\_\_\_\_

**PRELIMINARY PLAT APPLICATION**

**SURVEYOR, ENGINEER AND/OR DESIGNER OF PRELIMINARY PLAT:**

**COMPANY AND CONTACT:** \_\_\_\_\_

**COMPANY PHONE NUMBER:** \_\_\_\_\_

**COMPANY ADDRESS:** \_\_\_\_\_

**LICENSE NUMBER:** \_\_\_\_\_

**YES NO**

**Have you attached payment (see attached fee schedule)?** Make check payable to *Carlton County Treasurer.*

**YES NO**

**Have you completed the attached application with original signatures?** Application must have original signatures. Copies will not be accepted. Please complete in pen.

**YES NO**

**Is this property Torrens Property?** If the property is Torrens, contact the Carlton County Recorder for consultation.

**PROPERTY OWNER:** \_\_\_\_\_

**PROPERTY ADDRESS:** \_\_\_\_\_

**SECTION:** \_\_\_\_\_ **TOWNSHIP:** \_\_\_\_\_ **RANGE:** \_\_\_\_\_

**PARCEL IDENTIFICATION NUMBER(S):** \_\_\_\_\_

**COMPLETE ORIGINAL LEGAL DESCRIPTION** (attached additional sheets if necessary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PROPOSED PLAT NAME:** \_\_\_\_\_

**EXISTING ACREAGE:** \_\_\_\_\_

**EXISTING ZONING:** \_\_\_\_\_

**PROPOSED NUMBER OF LOTS:** \_\_\_\_\_

**PROPOSED ZONING:** \_\_\_\_\_

## PRELIMINARY PLAT APPLICATION

YES NO

- Have documents been attached that demonstrate the applicant has sufficient interest in the property to apply for a Preliminary Plat?

YES NO

- Have you provided ten (10) copies of a preliminary plat, an 8.5 inch by 11 inch transparency and paper copy of the preliminary plat and supporting maps or narrative containing the following information?

### Identification and Description

- Proposed name of the plat
- North arrow and scale of not less than 1 inch to 100 feet
- Vicinity map of area showing geographical points for orientation within a ½ mile radius of the property
- Date of preliminary plat preparation

### Existing Features and Conditions

- Boundary line survey and legal description of the property
- Existing zoning classification(s) including floodplain and shoreland overlay districts and land use(s) for the property and abutting properties
- Total acreage of the property
- Property boundaries that include the names and addresses of the owners, section lines and municipal or township boundaries within the property to be subdivided
- Existing property boundaries of adjacent properties (including parks and other public lands) extending 100 feet beyond the outside boundary of the property to be subdivided with the names and addresses of the owners, sections lines and municipal or township boundaries
- Location and names of existing or platted streets or other public roadways, including right-of-way widths
- Permanent buildings and structures
- Public and private easements or other encumbrances on the property and their purpose
- All contiguous land owned or controlled by the owner of the property
- Topographic data at contour intervals of ten (10) feet or less of the property
- Water courses, drainage ways and lakes on the property
- Wetlands on the property, delineated in accordance with the Wetland Conservation Act
- Ordinary high water level elevation and 100 year flood elevation on the property
- Toe and top of any bluffs or red clay bluffs on the property
- Wooded areas and significant features on the property
- Location, size and capacity of existing and abandoned drainage, stormwater and agricultural tiles
- Location of SSTS, wells and utilities including poles and corridors (both public and private) located on the property and also those within 100 feet of the property boundary

### Proposed Features and Conditions

- Proposed lot and block layout, lot lines and dimensions including acreage, and lot and block numbers of all new lots
- Proposed uses and densities of all lots within the preliminary plat including public areas, drainage areas and common open spaces
- Minimum setbacks, including any shoreland and floodplain setbacks, from the exterior lot lines, public right-of-ways, ordinary high water levels and bluff or red clay bluff areas
- Location and general design of individual access from lots within the subdivision to public roads
- Location, name, right-of-way, grade and width of all proposed roads and pedestrian and bicycle trails
- Location, right-of-way and width or road extensions to adjacent properties, as required by the Zoning Administrator or County Engineer
- Location and width of proposed easements
- Street profiles (may be on a separate map) including drainage facilities, as required by the County Engineer
- Grading plans showing the final contours of the property, drainage facilities and erosion control measures to prevent erosion and sedimentation both during and after development

**PRELIMINARY PLAT APPLICATION**

- Location and provision for individual water supply and sewage disposal for each lot that meets the requirements of Carlton County Subsurface Sewage Treatment System Ordinance #30
- Location and design of any public sanitary sewer and water lines, if applicable, and drainage facilities

**Additional Information**

- Soils map showing soil types, rock outcrops, and other information from the Natural Resource Conservation Service, soils test results demonstrating the adequacy of the property for the intended development in terms of groundwater level, load bearing capacity and ability to meet Carlton County Subsurface Sewage Treatment System Ordinance #30
- If the entire property will not be developed, a sketch showing how the remaining property can be subdivided and how access will be provided
- Sketch plan demonstrating how the proposed subdivision will relate to the layout, land use and access of the existing and potential subdivisions of adjacent properties, as required by the Zoning Administrator and County Engineer
- Description of planned short-term and long-term road maintenance responsibility
- Copy of all proposed private restrictions or covenants and establishment of homeowners association for the proposed subdivision
- Any other information as required by the Zoning Administrator, County Engineer or Planning Commission

**If your application is found complete, the Zoning and Environmental Services Office will distribute copies of the application to Carlton County staff, review agencies such as MNDOT and the DNR, the affected Board of Township Supervisors, and any municipality within two (2) miles of the affected property.**

**You or your authorized agent are required to attend the Planning Commission meeting to answer questions about the application. You will be notified of the date and time of the meeting. The Planning Commission will recommend the County Board approve, approve with modifications, or deny the preliminary plat. The County Board will make a decision regarding the preliminary plat within 120 days of submittal of a complete application, unless you agree to a delay in writing.**

**If the County Board approves the preliminary plat, you may complete the final plat for review and approval by the County. If the final plat has not been approved by the County Board within one year of preliminary plat approval, the preliminary plat is void, unless a request for a time extension is approved by the County Board.**

**Data furnished on this application form is public information.**

**Applicant and Owner’s Statement**

I hereby certify that the information contained in this application is to my knowledge a true, accurate and complete representation of the facts and conditions concerning the proposed preliminary plat. I hereby authorize the Carlton County Zoning and Environmental Services Administrator and authorized staff to enter upon this property to perform such inspections as necessary for the review of this application.

Signature of APPLICANT: \_\_\_\_\_ Date: \_\_\_\_\_

**I am (We are) the fee title owner(s) of the above described property, and I (we) agree to this application:**

Signature of OWNER: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of OWNER: \_\_\_\_\_ Date: \_\_\_\_\_

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**FEE SCHEDULE – Effective January 1, 2021**

**ZONING PERMIT/LAND USE PERMIT**

Accessory Structure or Accessory Structure Addition	\$50.00
Dwelling	\$150.00
Dwelling Addition	\$75.00
Dwelling Deck	\$50.00
Commercial/Industrial Building (primary)	\$200.00
Commercial/Industrial Addition (primary)	\$100.00
Commercial/Industrial Accessory Structure (or addition)	\$100.00
Signs: On Site	\$50.00
Signs: Off Site	\$150.00
Handicap Ramp	No fee
Shoreland Alterations – Zoning Permit	\$100.00
Tower (Communications)	\$150.00
Tower Antennas/Antenna Replacement	\$100.00
Borrow Pit	\$100.00
Conditional or Interim Use	\$400.00 + \$46 Recording fee = \$446.00
Variance	\$400.00 + \$46 Recording fee = \$446.00
Appeal of Administrative Decision	\$400.00 + \$46 Recording fee = \$446.00
Rezoning/Zoning Amendment–Residential/Agriculture	\$400.00 + \$46 Recording fee = \$446.00
Rezoning/Zoning Amendment–Commercial/Industrial	\$500.00 + \$46 Recording fee = \$546.00
New E-911 Address Fee	\$85.00
After-the-Fact – 1 <sup>st</sup> Notice (plus permit fee)	\$100.00 +
After-the-Fact – 2 <sup>nd</sup> Notice (plus permit fee)	\$300.00 +
After-the-Fact – 3 <sup>rd</sup> Notice (plus permit fee)	\$600.00 +

**SUBDIVISIONS**

Administrative Subdivision – Create up to 4 lots	\$150.00
Administrative Subdivision – Lot Line Adjustment	\$150.00
County Surveyor Review Fee – if required	\$75.00+ mileage
Minor Subdivision	\$100.00 per lot
County Surveyor Review Fee – if required	\$75.00+ mileage
Preliminary Plat	\$500.00
Final Plat – plus per lot fee	\$300.00
Per lot fee	\$20.00

**SEWER PERMIT**

0 - 1,000 GPD – Drainfield/Bed	\$200.00
0 - 1,000 GPD – Mound/At Grade	\$250.00
1,001 - 2,500 GPD – Drainfield/Bed	\$400.00
1,001 - 2,500 GPD – Mound/At Grade	\$500.00
2,501 – 5,000 GPD – Drainfield/Bed	\$600.00
2,501 – 5,000 GPD – Mound/At Grade	\$800.00
5,001 – 10,000 GPD – Drainfield/Bed	\$1,000.00
5,001 – 10,000 GPD – Mound/At Grade	\$1,500.00
Holding Tank	\$150.00
Operating Permit Renewal	\$50.00
Review Revised Design	\$100.00
Re-Inspection	\$100.00
Sewer Compliance only – existing system	\$150.00*

**ENVIRONMENTAL ASSESSMENT WORKSHEET (EAW)**

EAW Staff Fee	\$500.00
Fee does not include expense for a consultant to prepare EAW	

**WETLAND CONSERVATION ACT**

Certificate of Exemption or No Loss	\$75.00
Banking Application	\$500.00
Delineation Review	\$100.00
Replacement Plan <10,000 sq. ft.	\$150.00
Replacement Plan 10,000 sq. ft. – 1 acre	\$250.00
Replacement Plan - over 1 acre	\$500.00 per acre
After-the-Fact	Double

**WATER TESTING**

First Test	\$40.00
Each Additional Test	\$10.00 each
Water Pickup	\$50.00
Water Pickup and Sewer Compliance	\$175.00*
Lead Test	\$40.00

\*Septic tanks must be pumped by a licensed septic maintainer at owner’s expense immediately prior to sewer compliance inspection by County staff. This must be coordinated with this office.

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### FREQUENTLY ASKED QUESTIONS

- **Carlton County Zoning and Environmental Services** is the zoning authority for all areas of Carlton County except the following cities: Barnum, Carlton, Cloquet, Cromwell, Kettle River, Moose Lake, Wrenshall, Wright and one township, Thomson. Carlton County also has zoning authority in **shoreland areas** (property within 1,000 feet of a classified lake or 300 feet of a classified river or stream) in the City of Cromwell and Thomson Township.
- Check with the Zoning and Environmental Services Office to find the **Zoning District**. The Zoning District will dictate the lot size requirements, setbacks and property use. See Carlton County Zoning Ordinance #27 - Table 1 Dimensional Standards and Table 2 Height, Setback and Lot Coverage Standards.
- **Zoning Permits** are required for building or moving any structure, no matter the size, including dwellings, additions, decks, privacy fences, garages, storage containers, outhouses, signs, recreational vehicles (under some circumstances) and sheds. Zoning Permits are not required for replacing doors, windows, re-siding or re-roofing (shingles).
- The **State Building Code** is not enforced by this office in the rural parts of Carlton County.
- The design, location, construction and abandonment of **wells** are regulated by the Minnesota Department of Health 218-302-6166.
- **Electrical work** is regulated by the Minnesota Department of Labor and Industry 651-284-5026 or 1-800-DIAL-DLI.
- If a **new driveway** is proposed off a township road, you must contact the specific township to obtain a driveway permit. If the driveway is coming off a county road, you must contact the Carlton County Transportation Department for a driveway permit. If the driveway is coming off a state road, you must contact the Minnesota Department of Transportation.
- A **Subsurface Sewage Treatment System Permit** is a separate application obtained from the Zoning and Environmental Services Office by you or a licensed designer. Septic systems are required to be designed by a designer with a current license from the Minnesota Pollution Control Agency.
- If a structure has **pressurized water**, the structure must be connected to a compliant septic system.
- A current **Certificate of Compliance** for a septic system is required when applying for any permit or point of sale for structures located within 1,000 feet of a classified lake or 300 feet of a classified river or stream.
- A current Certificate of Compliance for a septic system is required before issuance of a Zoning Permit for adding bedrooms.
- The Carlton County Zoning and Environmental Services Office regulates activities in wetlands (**swamps and low areas**). There are many types of wetlands including shrub and wooded wetlands. Check with the Zoning and Environmental Services Offices for information, maps and permit requirements.
- The Carlton County Zoning and Environmental Services Office regulates activities in **shoreland areas** including excavating, filling, and vegetation removal. If your proposed project includes excavating, filling, or vegetation removal in a shoreland area, a Shoreland Alterations Zoning Permit or Interim Use Permit may be required.
- An E-911 number/address is required for all primary structures in Carlton County. Please obtain and complete an E-911 **New Property Address Assignment Application** if you currently do not have an E-911 number/address.
- If the proposed use is not listed as a permitted use in Carlton County Zoning Ordinance #27, a **Conditional/Interim Use Permit Application** may be required.
- If the proposed structure or lot does not meet the dimensional requirements or setbacks of the zoning district, a **Variance Application** may be required.

**CARLTON COUNTY ZONING ORDINANCE #27 - TABLE 1 Dimensional Standards**

Standards	Districts						Overlay Areas									
	A-1	A-2	R-1	C-1	C-2	M-1	RC	CLR	NE	RD	GD	R	F	T	REM	REC
Density <sup>1</sup>	1:20 acre	1:5 acre	1:1 acre	1:1 acre	1:1 acre	1:5 acre	UD <sup>2</sup>	UD	UD	UD	UD	UD	UD	UD	UD	UD
Min. Lot Area	20 acres 2 ac. cluster <sup>3</sup>	2.5 acres	1 acre - single; 2 acre duplex	1 acre <sup>6</sup>	1 acre <sup>6</sup>	10 acres	UD	UD	UD <sup>7</sup>	UD <sup>7</sup>	UD <sup>7</sup>	UD	UD	UD	17 acre	4.5 acre
Min. Buildable Area <sup>8</sup>	1/2 acre	1/2 acre	1/2 acre	1/2 acre	1/2 acre	1/2 acre	UD	UD	UD	UD	UD	UD	UD	UD	1 acre	1 acre
Min. Lot Width	330' 165' cluster	250' m&b <sup>4</sup> 165' plat <sup>5</sup>	150'	150'	150'	330'	UD	UD	UD <sup>9</sup>	UD <sup>9</sup>	UD <sup>9</sup>	UD	UD	UD	600'	300'
Min. Lot Depth	300'	300'	150'	200'	200'	660'	UD	UD	UD	UD	UD	UD	UD	UD	UD	UD
OHWL <sup>10</sup> Structure Setback	NA	NA	NA	NA	NA	NA	NA	NA	150'	100'	75'	200'	150'	100'	200'	150'
OHWL SSTS Setback	NA	NA	NA	NA	NA	NA	NA	NA	150'	100'	100'	150'	100'	100'	150'	150'

NA = Not applicable

1 = Density refers to the number of dwelling units permitted within the corresponding acreage or the number of freestanding or detached businesses under single ownership permitted within the corresponding acreage.

2 = UD refers to underlying or primary zoning district standards which apply within the corresponding overlay district. Where a UD standard is different from an overlay standard, the more restrictive standard shall apply, except DNR riparian lot standards always apply. See Art. 4, Sec. 4, Subd. H.7. for additional shoreland standards.

3 = Cluster refers to a subdivision arrangement that preserves agricultural and forest land as provided in Ordinance #27 and Carlton County Subdivision Ordinance.

4 = M & B refers to a parcel of land created by metes and bounds description and includes other non-platted parcel descriptions.

5 = Plat refers to a parcel of land created by the platting procedures of the Carlton County Subdivision Ordinance.

6 = Minimum lot area is 1/2 area with public sewer.

7 = Non-sewered riparian lot areas are: NE:80,000 sq. ft., RD:40,000 sq. ft.; GD:20,000 sq. ft. See Art. 4, Sec. 4, Subd. H.7. for additional dimensional standards.

8 = Buildable area is a contiguous land area which is unencumbered by surface water, wetlands, floodplain, exposed bedrock, or slopes in excess of 12%.

9 = Non-sewered riparian lot widths are: NE:200 ft., RD:150ft.; GD:100 ft. See Art. 4, Sec. 4, Subd. H.7. for additional dimensional standards.

10 = OHWL means the ordinary high water level of the corresponding public water.

A-1 Agriculture/Forest Management

A-2 Agriculture/Rural Residential

R-1 Recreation Residential

C-1 Commercial Recreation

C-2 Highway Commercial

CLR Closed Landfill Restricted Overlay District

M-1 Limited Industrial

RC Red Clay Overlay Area

NE Shoreland - Natural Environment Lake

RD Shoreland - Recreational Development Lake

GD Shoreland - General Development Lake

R Shoreland - Remote River

F Shoreland - Forested River

T Shoreland - Tributary Stream

REM St. Louis River - Remote Area

REC St. Louis River - Recreational Area

**CARLTON COUNTY ZONING ORDINANCE #27 - TABLE 2 Height, Setback and Lot Coverage Standards**

Standards	Districts						Overlay Area
	A-1	A-2	R-1	C-1	C-2	M-1	
<b>Maximum Building Height <sup>1</sup>:</b>							
Agricultural Building	none	none	NA	NA	NA	NA	none
Other	30'	30'	30'	30'	30'	35'	35'
Accessory Building (detached non-pole type)	18'	18'	18'	18'	18'	18'	18'
<b>Structure Setbacks (Principal and Accessory)</b>							
<b>Front yard:</b>							
Principal/Minor Arterial (bldg. line to road centerline)	110'	110'	110'	110'	110'	110'	110'
Major/Minor Collector (bldg. line to road centerline)	85'	85'	85'	85'	85'	85'	85'
Local Road (bldg. line to road centerline)	85'	85'	85'	85'	85'	85'	85'
All Roads (bldg. line to road ROW <sup>2</sup> )	35'	35'	35'	35'	35'	35'	35'
Platted Road (bldg. line to road ROW)	35'	35'	35'	35'	35'	35'	35'
<b>Side yard (bldg. line to side yard):</b>							
Principal Structure	20'	20'	10'	10'	20'	20'	UD <sup>3</sup>
Accessory Structure	10'	10'	10'	10'	10'	10'	UD
Adjacent to A-2 and/or R-1 District	10'	NA	NA	20'	20'	100'	UD
Side yard corner lot - double frontage	front	front	front	front	front	front	front
<b>Rear yard (bldg. line to rear yard):</b>							
Principal Structure	50'	40'	30'	15'	15'	40'	UD <sup>5</sup>
Accessory Structure <sup>4</sup>	10'	10'	10'	10'	10'	10'	UD <sup>5</sup>
Rear yard (bldg. line to alley ROW):							
All Structures	20'	20'	20'	20'	20'	20'	20'
<b>Maximum Lot Coverage:</b> (building, structures, roads, driveways parking areas, and other impervious surfaces, including gravel surfaces)	NA	NA	35%	50%	50%	50%	25%
<b>Accessory to Accessory:</b>	none	none	none	none	none	none	none
<b>Dwelling (Primary Structure) to Accessory</b>	5'	5'	5'	5'	5'	5'	5'

1 = See other district and performance standard provisions for authorized height exceptions, such as towers.

2 = The distance to road centerline shall apply if it results in a larger setback.

3 = UD refers to underlying or primary zoning district standards which apply within the corresponding overlay district. In any instance where a primary district standard is different from an overlay district standard, the more restrictive standard shall apply.

4 = Animal pens, feedlots, or animal structures shall be a minimum of 35 feet from side or rear property lines.

5 = See Table 1, Dimensional Standards, for OHWL setback requirements.



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Permit number \_\_\_\_\_

Township \_\_\_\_\_

**SUBSURFACE SEWAGE TREATMENT SYSTEM  
SITE EVALUATION  
Complete ONE (1) form per proposed parcel**

PROPERTY OWNER: \_\_\_\_\_  
PROPERTY ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

LEGAL DESCRIPTION: \_\_\_\_\_  
SECTION: \_\_\_\_\_ TOWNSHIP: \_\_\_\_\_ RANGE: \_\_\_\_\_

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

Weather Conditions: \_\_\_\_\_

Are there two (2) acceptable sites that would support Type I septic systems?  Yes or  No

Check all that apply:  Shoreland  Dwelling  In Wellhead Protection Area  Class V  
 Food, Beverage, or Lodging Establishment  New  Existing

**Soil Classification:**

Unsuitable/Disturbed/Compacted:  Yes or  No  
Type of Observation:  Pit  Auger  
Vegetation Type:  Wet  Dry  Unknown  
Drainage (select one):  Good  Fair  Poor  Ponding  Flooding  
Floodplain:  Yes or  No

**Soil Boring Information (complete 3 soils observations per site and record on the attached Soil Observation Logs):**

<u>Depth Information</u>	<u>Site #1</u>	<u>Site #2</u>
Standing water:	_____ inches	_____ inches
Bedrock:	_____ inches	_____ inches
Saturated soil:	_____ inches	_____ inches

Indicate N/A if not applicable

Soil Observation Logs attached  
 Site Evaluation Maps on other side and attached

Additional Notes: \_\_\_\_\_  
\_\_\_\_\_

I hereby certify that I have completed this work in accordance with applicable ordinances, rules and laws.

Date: \_\_\_\_\_  
Signature: \_\_\_\_\_ License #: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

**FOR OFFICE USE ONLY**

DATE \_\_\_\_\_  APPROVED  DENIED BY \_\_\_\_\_

REMARKS \_\_\_\_\_

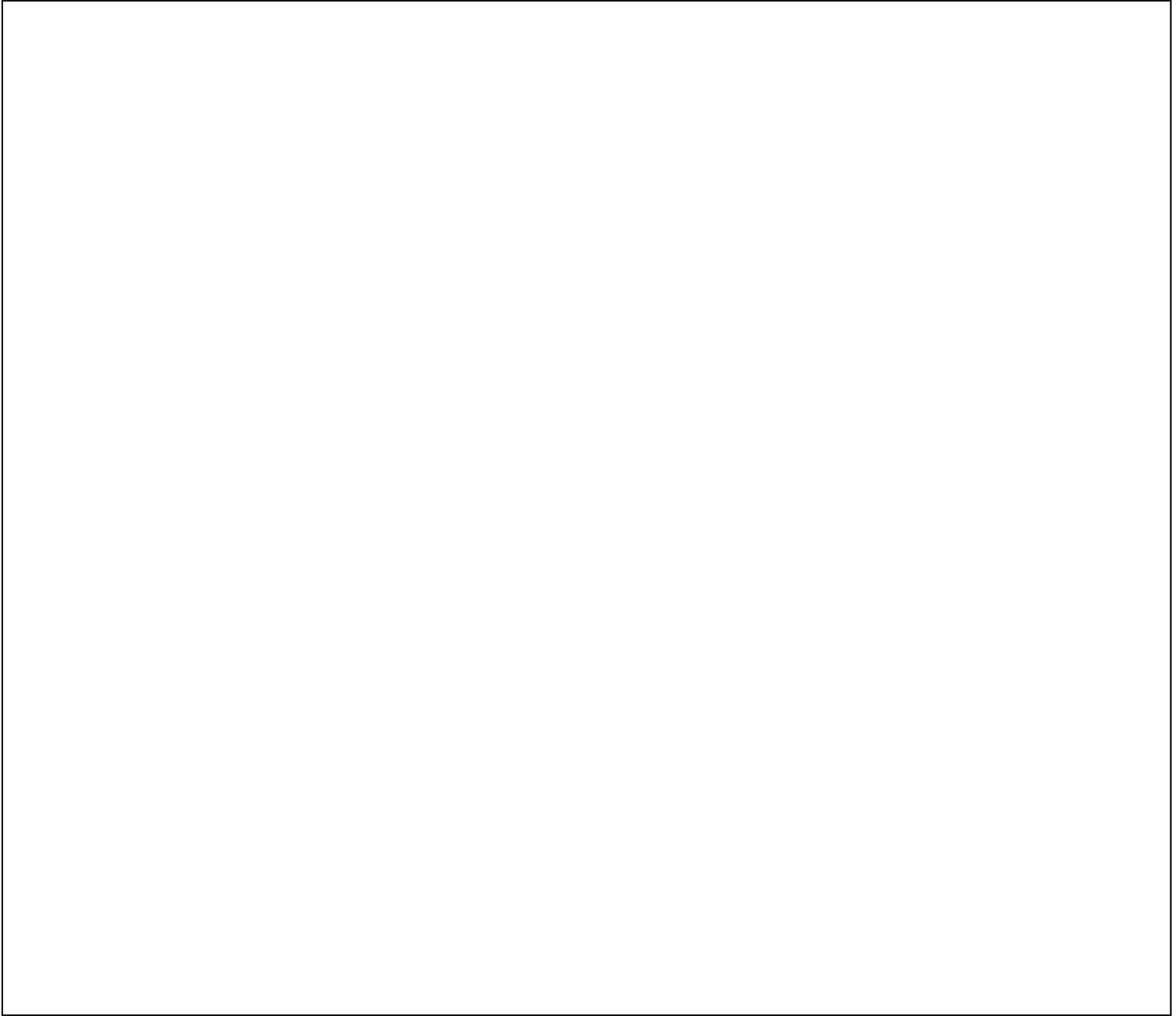
C/T \_\_\_\_\_ PLAT \_\_\_\_\_ PARCEL \_\_\_\_\_

## SEWAGE TREATMENT SYSTEM SITE EVALUATION

Designer: \_\_\_\_\_

List any construction issues: \_\_\_\_\_

### SEWAGE TREATMENT SYSTEM SITE MAP



#### MAPPING CHECKLIST:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Dimensions of lot  | <input type="checkbox"/> North directional arrow | <input type="checkbox"/> Property line setbacks                 |
| <input type="checkbox"/> Location of all existing structures and setbacks                                     |  | <input type="checkbox"/> Unsuitable areas                       |
| <input type="checkbox"/> Location of easements and utilities including phone, electric, natural gas and roads |  |   |
| <input type="checkbox"/> Site #1  | <input type="checkbox"/> Site #2                 | <input type="checkbox"/> Soil observation locations             |
| <input type="checkbox"/> Existing system(s)   | <input type="checkbox"/> Pumping access          | <input type="checkbox"/> Slope % and direction                  |
| <input type="checkbox"/> Non-community transient supply well if within 200 feet                               |  | <input type="checkbox"/> Water supply wells if within 100 feet  |
| <input type="checkbox"/> Setback from OHWL of streams, rivers and lakes                                       |  | <input type="checkbox"/> Setback from floodway and flood fringe |



Client/ Address:		Legal Description/ GPS:							
Soil parent material(s): (Check all that apply) <input type="checkbox"/> Outwash <input type="checkbox"/> Lacustrine <input type="checkbox"/> Loess <input type="checkbox"/> Till <input type="checkbox"/> Alluvium <input type="checkbox"/> Bedrock <input type="checkbox"/> Organic Matter									
Landscape Position: (check one) <input type="checkbox"/> Summit <input type="checkbox"/> Shoulder <input type="checkbox"/> Back/Side Slope <input type="checkbox"/> Foot Slope <input type="checkbox"/> Toe Slope									Slope shape
Vegetation	Soil survey map units			Slope%		Elevation:			
Weather Conditions/Time of Day:						Date			
Observation #/Location:					Observation Type:				
Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	I----- Structure-----I		
							Shape	Grade	Consistence
Comments									
I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.									
_____ (Designer/Inspector)			_____ (Signature)			_____ (License #)		_____ (Date)	

# Additional Soil Observation Logs

Project ID: \_\_\_\_\_



Client/ Address: _____			Legal Description/ GPS: _____						
Soil parent material(s): (Check all that apply) <input type="checkbox"/> Outwash <input type="checkbox"/> Lacustrine <input type="checkbox"/> Loess <input type="checkbox"/> Till <input type="checkbox"/> Alluvium <input type="checkbox"/> Bedrock <input type="checkbox"/> Organic Matter									
Landscape Position: (check one) <input type="checkbox"/> Summit <input type="checkbox"/> Shoulder <input type="checkbox"/> Back/Side Slope <input type="checkbox"/> Foot Slope <input type="checkbox"/> Toe Slope    Slope shape _____									
Vegetation _____		Soil survey map units _____			Slope% _____		Elevation: _____		
Weather Conditions/Time of Day: _____				Date _____					
Observation #/Location: _____				Observation Type: _____					
Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	I----- Structure-----I		
							Shape	Grade	Consistence
Comments _____									

Observation #/Location: _____				Observation Type: _____					
Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	I----- Structure-----I		
							Shape	Grade	Consistence
Comments _____									