



DPS

**Montgomery County
Department of Permitting Services**

2425 Reedie Dr 7th Floor
Wheaton, MD 20902
Phone: 311 in Montgomery County or (240)777-0311
<https://www.montgomerycountymd.gov/dps/>



Septic Permit Plan Guideline

An application package for a Septic Permit to serve a new building must include (1) a completed application, (2) two copies of a scaled engineered plan and (3) appropriate fee. For clarification of any conditions or requirements described in this guideline, please contact the DPS Well and Septic Section at (240) 777-0311.

Prior to consideration for Well and Septic approval of a building permit for a new home:

- 1) The property must already have an approved water supply. This includes service confirmation from WSSC, or a drilled water well. Submit the well completion report to the Well and Septic office.
- 2) The septic permit for the property must be issued.

Plan Requirements

The site plan **must be scaled to an engineer's scale** (1:30-1:50 is preferred) and include the following:

- Property lines and legal dimensions
- Vicinity map
- Professional certification and seal
- Topography at 2 foot intervals. Field run 2-foot topo may be required under specific conditions
- Standard Septic System Design Chart (contact Well & Septic staff member for example)
- Approved septic reserve area
- 20' SBRL (Septic Building Restriction Line) or 25' SBRL for sand mounds
- Locations and results of all existing water table tests and all percolation or sand mound test locations (passed and failed)
- Existing well and replacement well sites (if applicable) or public water house connection
- Locations of all existing structures, proposed improvements, utilities, right-of-ways, easements, etc.
- Locations of existing well and/or septic systems on the property and within 100 feet of the property lines
- Locations of surface water within 100' of the property

- Proposed septic system information:
 - all systems designed with more than one trench shall utilize a distribution box. Serial distribution shall be avoided whenever possible
 - trenches or mound to be installed in the highest part of the septic area
 - septic trenches must be a minimum length of 40 feet and a maximum length of 100 feet
 - show proposed trenches on contour w/ 10' separation on trench center
 - show proposed trench length(s) for the initial system **or** the proposed initial sand mound location
 - show sewer line between house and tank
 - septic tank and pump tank location and capacity
 - grade elevations at tank and top of tank (3' max. cover on tank)
 - proposed invert elevations: basement floor, SHC at house, in/out of tank(s) and distribution box, ground elevation and starting point of initial trench
 - pump design data and specifications, if applicable
 - sand mound design data and specifications, if applicable
- Septic area setback requirements:
 - 100 feet from all water supply wells
 - 100 feet from all water bodies, including intermittent streams
 - 25 feet from rock outcrops, drainage swales and areas w/ >25% slopes
 - 25 feet from stormwater management (*See Well and Septic Minimum Setbacks for ESD Practices*)
 - 20 feet from any part of a building foundation (15 feet for the septic tank only)
 - 10 feet from a tennis court, swimming pool, retaining wall or detached structure with no foundation
 - 10 feet from a utility line
 - 5 feet from an easement
 - 20 feet from a public water house connection (or 10' if sleeved)
 - 5 feet from a property line and deck
 - 5 feet from an easement
 - 5 feet from a driveway (if the septic is a shallow system)
- Note requirements:
 - All wells and septic systems within 100' of the subject property have been shown on the plan
 - Note stating the water and sewer categories for the property and if the property will utilize private and/or public water and sewage systems.
 - Note stating the source of topography