

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Rick Scott
Governor

John H. Armstrong, MD, FACS
State Surgeon General & Secretary

Vision: To be the **Healthiest State** in the Nation

PROCEDURE FOR OBTAINING AN ONSITE SEWAGE DISPOSAL PERMIT AND OBTAINING FINAL APPROVAL

1. To determine whether you can build what you plan on your property, first check with the city or county Planning and Zoning Departments.
2. Determine whether public water or sewer is available. This information is available from the developer, the homeowner's association for your subdivision, or the utility company.

The application package consists of the following items in **triplicate** except we only need **two floor plans if building is permitted by the Martin County Building Department.**

- a. Application (consists of 2 pages, page two must be signed and sealed by a licensed surveyor or engineer)
 - b. Agent's letter. (This is required only if the applicant's agent signs the application. The letter should state this delegation of authority.)
 - c. Site plan – For a complete list of requirements, consult Chapter 64E-6, FAC and Martin County Code. *
 - d. **Floor plans.** One plan is for the Building Dept. We keep the second one which may be drawn on letter, legal or ledger paper if it can be drawn to scale and readable.
 - e. Non-residential projects also require a drainage plan, a plumbing plan, and a completed hazardous waste generator form.
 - f. The permitting fee will be determined at the time of review with all the submitted documents.
4. All persons applying for new septic system permits should **make an appointment** (772-221-4090) for preliminary review of their application with an inspector. This allows plans to be reviewed under our Fast-Track process. To enhance customer service, we will ask applicants to complete a brief questionnaire, if they chose not to participate in our Fast-Track process.

A preliminary review sheet will be completed by the reviewer during the appointment and will determine if the application is complete. **If complete**, the applicant will submit the packet with \$450. **If not complete**, the applicant will be given a copy of the review sheet and asked to make the necessary corrections before submitting the application to this office. The reviewer may require that the applicant make another appointment if corrections are extensive.

Once accepted, the application is assigned a Centrax number. When calling this office, please have this number available to expedite our assistance to you.

5. After your system is installed, the septic installer will contact the Martin County Health Department for an initial inspection. The homeowner or agent is responsible for contacting the Health Department for final inspection. We will notify the Building Department when all requirements are met.

*The Florida Administrative Code is found at www.doh.state.fl.us. On the left-hand side, click on Environmental Health. Martin County Codes and Ordinances may be found at www.martin.fl.us

Florida Department of Health

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