



WASTEWATER SYSTEM PERMIT APPLICATION

RAVALLI COUNTY ENVIRONMENTAL HEALTH DEPARTMENT
215 S. 4th STREET, SUITE D
HAMILTON, MT 59840
Phone: (406) 375-6565
Email: rceh@rc.mt.gov

Receipt #: _____

Owner(s) name: _____
Owner(s) address: _____ Phone: _____
City: _____ State: _____ Zip Code: _____ Email: _____
Certified Installer: _____ (If unknown, ensure installer is certified by RCEH)

A. Assigned address from Ravalli County GIS Department (375-6622) (PERMIT MAY NOT BE ISSUED WITHOUT A LEGAL ADDRESS): _____

B. Parcel # _____

Subdivision File # _____ Parcel/Lot # _____

C. Type of permit requested:

New: _____ Replacement: _____ Alteration: _____

The drainfield must be in compliance with RCEH Regulations and must be AT LEAST:

- * 100 ft. from wells
- * 100 ft. from floodplain
- * 6 ft. from groundwater
- * 10 ft. from property line
- * 10 ft. from water lines
- * 100 ft. from surface water
- * 6 ft. from bedrock
- * 10 ft. from buildings

Alteration Increased Use on Existing Wastewater System _____

____ Residential 1st dwelling # of bedrooms _____ Unfinished basement Yes _____ No _____

____ 2nd dwelling # of bedrooms _____ Unfinished basement Yes _____ No _____

____ Commercial Use _____ # Daily Employees _____ # Daily Customers _____

D. Site layout attached (available at RCEH office): DEQ approval _____ **OR** RCEH Site Evaluation _____

E. Non-degradation analysis approved? Yes _____ No _____ **OR** DEQ approved _____

F. Are there any existing structures or sewage disposal facilities on the parcel? Yes _____ No _____

If Yes, Explain _____

____ I have read and understand the Ravalli County Subsurface Wastewater Treatment and Disposal Regulations.

____ I will comply with the requirements of the Wastewater System Permit and the system will be in compliance with Ravalli County Subsurface Wastewater Treatment and Disposal Regulations.

____ I certify that the use of this property for which the permit is issued does not violate any terms or conditions of any zoning, floodplain, or restrictive covenant.

____ I certify that the information provided on this application is accurate and true.

Signature(s) of all owner(s) of record: _____

Designated representative: _____ Phone: _____

Email: _____

A \$50 portion of the septic permit application fee for processing Wastewater System Permit applications is non-refundable. If a refund is requested, the full amount may be refunded on a case-by-case basis.

OPERATION AND MAINTENANCE OF ON-SITE WASTEWATER TREATMENT AND DISPOSAL SYSTEMS

These instructions are attached to any Ravalli County on-site wastewater treatment system, often called “septic system” or “drainfield”, permit written after June 30, 2021. If you own or are purchasing a property that has an on-site wastewater system, you have an obligation to operate and maintain your system in accordance with state and local regulations. This sheet will summarize general requirements, but you should contact the County Environmental Health Department, often called “County Sanitarian” or “RCEH Department”, for details specific to your system.

1. Familiarize yourself with the system permit. This will provide details on the type of system, its size and shape, its general location on the property, and the size and type of structure(s) approved to discharge to the system. For example you could have a standard gravity-fed system, a mounded system, or a pressure dosed system, approved for a 4 bedroom single family residence or perhaps a multi-family unit with 3 bedrooms per living unit.
2. Make sure that the details listed on the permit are what is installed for the useage. If there is any discrepancies contact the RCEH Department at 375-6565.
3. Use your system properly. Detailed user manuals are available (insert here), but generally do not put anything down your drain that you would not use in your compost pile or garden. Natural waste, small amounts of paper, laundry soap and bleach, and a moderate amount of ground food scraps are fine, but never discharge any toxins such as paint products, herbicides, motor oil etc. Excessive quantities of grease, or fatty food scraps, can overload a system. If you rent the house, make sure the tenants are treating the system properly by leaving instruction sheets for them.
4. Be aware of your system. It is a good idea to open the septic tank riser a few times each year – set an annual date that is easy to remember, like your birthday. Observe the odor, scum layer thickness and depth of water. The water depth should always be the same, a few inches below the inlet pipe. The odor should be earthy and mild, and the scum layer, tested with a stick, should be less than 6 inches thick and easily broken up.
5. Maintain your system as needed. Normal use of a septic tank should be pumped every 3 to 5 years. However, well cared for tanks can go for much longer than this; abused tanks much less. It is better to have a professional look at the tank if you have any questions, rather than have a problem arise. Routine maintenance such as pumping tanks, flushing plugged lines, or repairing broken lines usually are allowed to be done without a permit. Any work on the major components such as replacing or expanding drainfield lines does require a County permit. Always call the RCEH Department if there are any doubts.
6. Keep your permit current. If you make any changes to your house that would increase flow to the drainfield, you MUST apply for an alteration to your permit. This would include adding a bedroom, kitchen or bathroom, or making a spot to park an RV on your property for more than a few weeks. You must also modify your permit whenever you do major work on the drainfield, such as adding or Lengthening a drain line. Keeping your permit current is especially important if you are think of selling Your home. If there is ever any question please call RCEH 406-375-6565

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