

Official Use Only – Do not write in this area.
 Permit is NOT valid until this has been completed.
 Permit # _____
 Work Order # _____
 Expiration date _____



On-Site Sewage Disposal Permit Application
 City of Independence Public Works Department
 111 E. Maple Ave., Independence, MO 64050 (816) 325-7617



- Septic Tank Evaporation Pond Pump System
 Low Pressure System Lateral Field Other _____

(Allow a minimum of three (3) business days for processing after ALL information has been received.)

Section 1: Information

Name (Applicant) _____ Date Plans Received _____
 Job Address _____ Approx. Start _____
 Company Name _____ E-mail _____
 Company Address _____ Business Phone _____
 Business License # _____ Cell Phone (Plumber) _____
 Name of Installer _____ Installer # _____

- Standard Installer Advanced Installer

Section 2: Sanitary Sewer Construction

Class of Work: New Repair Disconnect

<u>Fee Item</u>	<u>Fee</u>
Septic Tank Fee	= \$ _____
Re-Inspection Fee	= \$ _____
Post-Construction Permit Fee (fee not obtained in advance)	<u>2X Fee</u> = \$ _____
	<u>Total</u> = \$ _____
Code Violation # _____	

The re-inspection of a facility is required if there is a delay in getting the final facility repaired. **This permit is valid for 60 days.**

Section 3: Notice to Applicant

It is Missouri state law to require utility locates for any underground excavation. You can achieve this by going to www.mo1call.com or call 1-800-344-7483.

Missouri One Call Ticket # _____

Missouri One Call does not mark City of Independence underground traffic signal equipment. Contact Independence Power & Light Dispatch at (816) 325-7574 before working in any intersection.

Your signature is required to validate this form. Upon signing you assume all responsibilities and authorizations established by the City Code for the work authorized therein. **Read Inspection Requirements and General Construction Standards and sign below.**

FAILURE TO ADHERE TO PLANS SUBMITTED OR COMPLY WITH THE REQUIREMENTS DESCRIBED IN THIS PERMIT AND ALL APPLICABLE CODES AND REGULATIONS MAY RESULT IN THE ISSUANCE OF A STOP WORK ORDER AND/OR THE REVOCATION OF THE PERMIT. Permits are non-transferable.

Applicant Signature _____ Date _____

INSPECTION REQUIRED: Inspections are required for all permits with sanitary sewer laterals and septic tanks. **Additionally, prior to backfilling call (816) 325-7617 for a required inspection of Sanitary Sewer tanks and laterals by the Public Works Department. A 24-hour lead time shall be given for all inspections.** You may need to call and leave a message with the location of the necessary inspection and permit number and wait for a response.

General Information: The construction of the system shall match the designed and approved plans. If the construction of any septic system or sewer lines shall vary from the original approved plans, the contractor shall be responsible for contacting the design engineer to obtain two (2) new sets of signed and sealed plans that show these changes. The updated plans shall be submitted for review prior to calling for the final inspection. Inspector shall be notified prior to any changes being made.

Official Use Only Below This Line

This permit expires on _____

Percolation or Morphology Test Approved By _____ Date _____

Construction Approved By _____ Date _____

Extensions will be granted a five (5) business day grace period. Failure to apply for the extension within five (5) business days of the permit expiration date may result in a new permit application. Extension requirements and availability may vary based upon permit type, work performed, good faith effort of reasonable progress, or other factors.

_____	_____
Date Extension Granted	New Expiration Date

The section below applies to code violations only

Septic system and grading have been inspected and verified to meet the requirements of the violation. The final inspection will require vegetation to be in place.

Septic and Grading Approved By _____ Date _____

GENERAL STANDARDS

For more detailed information, see The City of Independence Public Works Regulations (Chapter 17) and the Department of Health and Senior Services Specifications

1. Contractors and subcontractors are responsible for obtaining a Business License prior to performing work.
2. The contractor/installer shall be required to repair all areas disturbed during work activities to equal or greater condition.
3. If the construction varies from the design plans that were signed, sealed, and turned into the Public Works Department, it will be the installer's responsibility to contact the engineer and verify that Public Works receives updated signed and sealed sets of plans prior to the final inspection.
4. In case of a rain event, you may be permitted to add water to the tank in order to prevent tank from floating.
5. An inspection port is required at a minimum of at least one (1) of the lateral runs.
6. Grey water discharge is not permitted.
7. The absorption trench field shall be protected from any traffic during the house construction by barricading it off completely.
8. When finishing the system, it is a best management practice to leave several inches of soil above the twelve inch (12") requirement in order to allow for settling and to ensure that runoff water is diverted away from the trenches. Once the system is covered, the site is to be seeded to prevent erosion.
9. Lots for On-Site Disposal Systems vary based on the year:
 - (a) Before April 1, 1993 – 15,000 sq. ft.
 - (b) After April 1, 1993 – One (1) acre or more in size
 - (c) After January 1, 1997 – Three (3) acres or more in size
10. If the connection has been buried without an inspection, it will have to be re-opened at the contractor's expense in order to verify that the work performed has passed inspection and is in compliance with City standards.
11. Three eights inch (3/8") clean rock shall be used for bedding and cover of sanitary sewer laterals. Four (4") inch bedding shall be used in soil and six inch (6") rock. Cover for gas lines shall be a minimum six inch (6") earth backfill.
12. Vegetation will be the responsibility of the contractor/installer.
13. Verify that you have a diversion field if watershed flows into the area where the lateral field is placed.

Section 4: Permit Issuance Checklist

Required on All Permit Applications

- | | | |
|--|------------------------------|-----------------------------|
| 1. Septic Plan given with engineering signature and seal | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Business License number | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Contact information of plumber | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. Licensed installer number | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5. Missouri One Call Ticket Number | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Required Prior to Permit Acceptance

- | | | |
|------------------------------|------------------------------|-----------------------------|
| 1. Percolation Test approved | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Septic Plan approved | <input type="checkbox"/> Yes | <input type="checkbox"/> No |