

# RESIDENTIAL SEPTIC SYSTEM PERMIT APPLICATION FORM

Flathead City/County Health Department, Environmental Health Services  
1035 1st Avenue West, Kalispell MT 59901 | ehealth@flatheadcounty.gov | (406) 751-8130

Zone:  Failing:  Receipt Number:   
PreApp:  Nitrate:

## 1. LEGAL DESCRIPTION OF PROPERTY

Subdivision Name or EQ#  Lot #  Blk #   
County Assessor's Tract No. (e.g. Tr. 3BD)  County Assessor's No.   
Certificate of Survey (COS) or Deed Exhibit No.   
Section  Township  Range  Parcel Size (Acres)   
Address of Property   
City  State  Zip Code

All new structures and living units on property require their own address: <https://flatheadcounty.gov/gis/AddressRequestHome.php>

## 2. LEGAL PROPERTY OWNER (Current owner, not buyer) — REQUIRED

Owner's Name   
Mailing Address   
City  State  Zip Code   
Email Address  Phone

If someone other than the legal property owner is to be the contact, please complete the following:

Name and Affiliation   
Mailing Address   
City  State  Zip Code   
Email Address  Phone

## 3. INSTALLATION

Self-Installed? YES  NO  A competency test is required for self-install (\$100 fee)

Licensed Installer's Name   
Email Address  Phone

## 4. PURPOSE OF APPLICATION — FEES ARE NON-REFUNDABLE

- Obtain a site evaluation **\$275.00** (This is not a permit fee)
- Non-degradation analysis **\$200.00** (This is not a permit fee)
- Site Review **\$150.00** (This is not a permit fee)
- Obtain a septic permit **Permit fee varies and is due when the permit is issued**
- Reinspection **\$100.00**

## 5. PROPOSED DEVELOPMENT – Residential (also under construction)

For new construction do not add bedrooms from multiple dwellings together; list secondary/tertiary dwellings under 'other'

- Conventional Single Family No. of Bedrooms
- Mobile Home No. of Bedrooms
- Unfinished Basement (will be considered an additional bedroom)
- Other

## 6. EXISTING DEVELOPMENT – Residential

- Conventional Single Family No. of Bedrooms
- Mobile Home No. of Bedrooms
- Other

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# SEPTIC SYSTEM PERMIT APPLICATION (continued)

## 7. WATER SUPPLY (drinking/potable water for home – proposed and/or existing)

Existing       Proposed       Expanding existing

Size of water system?

- Individual (one home or connection)  
 Shared (2 connections)  
 Multi-User (3-14 homes connected to common system)  
 Public (15+ homes)      Name

Source of Water? (if other than public or municipal)

Well       Spring       Hauled/Cistern      Surface (name)

Water & Sewer District

Distance between this property and nearest public water and/or sewer service

## 8. REQUIRED ATTACHMENTS

- **A detailed site plan drawing** (example included on this application) – The site plan must clearly show existing and proposed development. Clearly label the items you show as existing and/or proposed. The site plan must include:
  - o Lot boundaries and prominent features including surface water/wetlands
  - o All structures/ driveways and parking areas/ utility lines
  - o Drainfield location (staked 50'x100')
  - o Locations of all wells (water lines) and drainfields within 100 feet of the property lines
- **A copy of the Certificate of Survey or Deed Exhibit (if not in a platted subdivision)**
- **A copy of the Certificate of Subdivision Approval** (only for site reviews OR only if applicable)

Additional information:

### ONLY FOR SITE REVIEWS:

Building and drainfield sites must be physically staked with minimum 3 ft. stakes, clearly labeled.  
If not staked when inspector arrives, an additional \$100 re-inspection fee may be charged.  
If there is a gate, include the CODE or LOCK info above. Have a house number clearly visible at driveway.

## 10. AUTHORIZATION

I hereby declare the above information and the attachments to this application are true, complete and correct to the best of my knowledge. I authorize the Flathead City-County Health Department to enter onto my property for the purpose of conducting this site evaluation.

Date

Property Owner's Signature (print and sign or DocuSign)

### PLANNING & ZONING USE ONLY

If zoned, does the proposed use comply with the Zoning Designation?      YES  NO

Zoning Designation

Is any of the property in the 100-year floodplain?      YES  NO  Unmapped

Zoning Authorization Signature  Date

EXAMPLE  
SITE PLAN

