Florida Department of Health in GILCHRIST COUNTY
Environmental Health
119 NE 1st Street, Trenton, FL 32693
(352) 463-3120

Application Instructions for
Onsite Sewage Treatment and Disposal Systems (OSTDS)
Existing System/Modification (Residential)—NOT Adding a Bedroom

Applicant Requirements Prior to Inspector Review:

1. Must receive zoning approval from City or County Building and Zoning Department.
   a. Complete a zoning/land-use application with Building and Zoning as soon as possible to avoid delay in the issuance of your OSTDS construction permit.
   b. Building and Zoning will email our office a copy of the zoning approval.
2. Completed permit application, including signature and date.
3. Proof of ownership, including property/parcel identification number and legal description.
4. Floor Plans of residences showing number of bedrooms and building area of each unit:
   a. If replacing one home with another, must provide floor plan of both old home and new home.
   b. If an addition is being added, must provide floor plan of home with additions and without additions.
   c. All floor plans must show outside and inside dimensions.
5. Site Plan drawn to scale, to include all of the following:
   a. Boundaries with dimensions, locations of residences or buildings, swimming pools, recorded easements, onsite sewage disposal system components and location, slope of property, any existing or proposed wells, drainage features, filled areas, obstructed areas, and surface waters.
   b. Location of wells, onsite sewage disposal systems, surface waters, residences, and other pertinent facilities or features on adjacent properties, if the facilities/features are within 75 feet of the applicant property lines.
   c. Location of any public well within 200 feet of lot.
   d. Signature and date
6. If on a public water system, must provide a copy of the water data usage report for last year.
7. Payment of $35.00 for permit fee.

Submit all above items to the Florida Department of Health in Gilchrist County.

Updated May 2017
APPLICATION FOR CONSTRUCTION PERMIT

APPLICATION FOR:
[ ] New System  [ ] Existing System  [ ] Holding Tank  [ ] Innovative
[ ] Repair  [ ] Abandonment  [ ] Temporary  [ ]

APPLICANT: ______________________________________________________

AGENT: ________________________________________________ TELEPHONE: ______________________

MAILING ADDRESS: ________________________________________________________________

================================================================================================

TO BE COMPLETED BY APPLICANT OR APPLICANT’S AUTHORIZED AGENT. SYSTEMS MUST BE CONSTRUCTED
BY A PERSON LICENSED PURSUANT TO 489.105(3)(m) OR 489.552, FLORIDA STATUTES. IT IS THE
APPLICANT’S RESPONSIBILITY TO PROVIDE DOCUMENTATION OF THE DATE THE LOT WAS CREATED OR
PLATTED (MM/DD/YY) IF REQUESTING CONSIDERATION OF STATUTORY GRANDFATHER PROVISIONS.
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PROPERTY INFORMATION

LOT: _____  BLOCK: _____  SUBDIVISION: ___________________________  PLATTED: _____

PROPERTY ID #: ___________________  ZONING: _____  I/M OR EQUIVALENT: [ Y / N ]

PROPERTY SIZE: _____ ACRES  WATER SUPPLY: [ ] PRIVATE  PUBLIC [ ] <=2000GPD [ ] >2000GPD

IS SEWER AVAILABLE AS PER 381.0065, FS? [ Y / N ]  DISTANCE TO SEWER: _____ FT

PROPERTY ADDRESS: _______________________________________________________________

DIRECTIONS TO PROPERTY: __________________________________________________________

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BUILDING INFORMATION  [ ] RESIDENTIAL  [ ] COMMERCIAL

<table>
<thead>
<tr>
<th>Unit</th>
<th>Type of Establishment</th>
<th>No. of Bedrooms</th>
<th>Building Area Sqft</th>
<th>Commercial/Institutional System Design</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
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<td>4</td>
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</tbody>
</table>

[ ] Floor/Equipment Drains  [ ] Other (Specify) ____________________________________________

SIGNATURE: ___________________________ DATE: ________________________

DH 4015, 08/09 (Obsoletes previous editions which may not be used)
Incorporated 64E-6.001, FAC
APPLICANT: Property owner’s full name.
AGENT: Property owner’s legally authorized representative.
TELEPHONE: Telephone number for applicant or agent.
MAILING ADDRESS: P.O. box or street, city, state and zip code mailing address for applicant or agent.
LOT, BLOCK, SUBDIVISION: Lot, block, and subdivision for lot (recorded or unrecorded subdivision). If lot is not in a recorded subdivision, a copy of the lot legal description or deed must be attached.
DATE OF SUBDIVISION: Official date of subdivision recorded in county plat books (month/day/year) or date lot originally recorded. Dividing an approved lot into two or more parcels for the purpose of conveying ownership shall be considered a subdivision of the lot.
PROPERTY ID#: 27 character number for property. CHD may require property appraiser ID # or section/township/range/parcel number.
ZONING: Specify zoning and whether or not property is in I/M zoning or equivalent usage.
PROPERTY SIZE: Net usable area of property in acres (square footage divided by 43,560 square feet) exclusive of all paved areas and prepared road beds within public rights-of-way or easements and exclusive of streams, lakes, normally wet drainage ditches, marshes, or other such bodies of water. Contiguous unpaved and non-compacted road rights-of-way and easements with no subsurface obstructions may be included in calculating lot area.
WATER SUPPLY: Check private or public <= 2000 gallons per day or public > 2000 gallons per day.
SEWER AVAILABILITY: Is sewer available as per 381.0065, Florida Statutes, and distance to sewer in feet.
PROPERTY ADDRESS: Street address for property. For lots without an assigned street address, indicate street or road and locale in county.
DIRECTIONS: Provide detailed instructions to lot or attach an area map showing lot location.
BUILDING INFORMATION: Check residential or commercial.
TYPE ESTABLISHMENT: List type of establishment from Table II, Chapter 64E-6, FAC. Examples: single family, single wide mobile home, restaurant, doctor’s office.
NO. BEDROOMS: Count all rooms designed primarily for sleeping and those areas expected to routinely provide sleeping accommodations for occupants.
BUILDING AREA: Total square footage of enclosed habitable area of dwelling unit, excluding garage, carport, exterior storage shed, or open or fully screened patios or decks. Based on outside measurements for each story of structure.
BUSINESS ACTIVITY: For commercial/institutional applications only. List number of employees, shifts, and hours of operation, or other information required by Table II, Chapter 64E-6, FAC.
FIXTURES: Mark Floor/Equipment Drains or Others and specify item or "NA" if not applicable.
SIGNATURE / DATE: Signature of applicant or agent. Date application submitted to the CHD with appropriate fees and attachments.
ATTACHMENTS: A site plan drawn to scale, showing boundaries with dimensions, locations of residences or buildings, swimming pools, recorded easements, onsite sewage disposal system components and location, slope of property, any existing or proposed wells, drainage features, filled areas, obstructed areas, and surface water. Location of wells, onsite sewage disposal systems, surface waters, and other pertinent facilities or features on adjacent property, if the features are with 75 feet of the applicant lot. Location of any public well within 200 feet of lot. For residences, a floor plan (residences) showing number of bedrooms and building area of each unit. For nonresidential establishments, a floor plan showing the square footage of the establishment, all plumbing drains and fixture types, and other features necessary to determine composition and quantity of wastewater.
STATE OF FLORIDA
DEPARTMENT OF HEALTH
APPLICATION FOR CONSTRUCTION PERMIT

Permit Application Number ____________________

------------------------------- PART II - SITEPLAN -------------------------------

Scale: Each block represents 10 feet and 1 inch = 40 feet.

Notes: ____________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

Site Plan submitted by: ___________________________ Date ________________

Plan Approved____ Not Approved____

By ___________________________ County Health Department

ALL CHANGES MUST BE APPROVED BY THE COUNTY HEALTH DEPARTMENT

DH 4015, 08/09 (Obsoletes previous editions which may not be used) Incorporated: 64E-6.001, FAC
(Stock Number: 5744-002-4015-6)