



Guidance for Septic Tank Replacement Design and the Site Review Process

The purpose of this document is to provide a list of items that are required as part of a septic tank replacement design, and describe the process through which the Clark County Combined Health District (CCCHD) performs a site review. For those alterations requiring new STS installation, replacement of a STS, or alteration of the soil absorption component of a STS, please refer to our guidance for sewage treatment system design and the site review process.

Marking the site:

The STS designer must visit the site where the septic tank is to be located during the design process. The designer must stake or flag the location of the following items in the manner described.

1. The existing sewage system shall be marked around the perimeter with at least one flag every 30 feet.
2. Septic tank or treatment unit locations shall be marked with a single flag or stake labeled "Septic Tank" or "Treatment Unit".

These markings must be present when the CCCHD arrives for the site review. Failure to have these markings present at the time the CCCHD arrives for site review will result in delays to your review until the marking is in place. The markings should be preserved through the construction process to aid in preservation of the STS area(s).

Preparing the design:

The STS design, submitted to the CCCHD, must include the following, as applicable to the system proposed for installation. If you have questions concerning the design elements required for a system, please contact the Division of Environmental Health.

1. A title box or page containing the location of the job site, name of the owner, name of the designer, and date of completion of the design.
2. A description of the building to be served by the STS including:
 - a. Number of bedrooms;
 - b. Declaration as to whether the building(s) is/are residential or non-residential and if residential, how many families would be housed in the structure;
3. Identification and a description of all materials and system devices and components including septic tanks, dosing tanks, distribution piping, diversion mechanisms, and distribution materials.
4. Identification of applicable sizing requirements for all STS devices and components.
5. Construction and installation notes for the system installer including manufacturer installation instructions.

6. A legible, scaled site drawing on eight and a half inch by eleven inch or larger paper showing the layout of the STS on the site. The scale of this drawing shall be one inch equals forty feet or less. The drawing shall illustrate the following.
 - a. The proposed location of STS devices and components including the location of the soil absorption component as staked or flagged on site.
 - b. The location of all items designated in paragraph (G) of rule 3701-29-06 of the Administrative Code and demonstration that required isolation distances are met to both the proposed STS and the replacement area.
 - c. The location of all surface features that may affect the operation or installation of the STS including, but not limited to, drainage features, floodways, flood plains, and hardscapes.
 - d. North directional arrow
 - e. Identification of a benchmark and the benchmark elevation.
 - f. The location of the discharge point for foundation drains, sump pumps, water softener regeneration water, and down spouts.
7. A profile view of the septic tank installation showing elevations of the following.
 - a. All devices and components included in the septic tank installation.
 - b. A building wall section showing elevations of the building sewer and finished floor.
 - c. Existing grade.
 - d. Finished grade if different from existing grade.

Applying for a Site Review:

In order for the CCCHD to complete your site review the following must be submitted to us.

1. A complete site review application and fee.
2. Three copies of the complete design as described in the previous section of this document.

Your site review will require that one of our inspectors review the submitted documents both in the office and by visiting your job site. The CCCHD reserves up to 7 business days for completion of a site review.

Upon completion of your site review, you will be notified of the approval or disapproval of your site review. Should your site review be approved, you may pick up a copy of your approved site review at our office. Should your site review be disapproved, you will receive written notice of the disapproval including the reason(s) for disapproval.

If your site review is disapproved, you may re-submit a corrected design, and soil evaluation. A re-submission fee will be assessed should our inspector need to make a return visit to your job site to check your re-submission.

A site review is valid for five years from the date of approval, provided there are no changes to the site conditions or the STS design.