

APPLICATION - Subsurface Sewage Disposal



Public Health
Prevent. Promote. Protect.

Idaho Public Health Districts

Central District Health
Ada and Boise Counties
707 N. Armstrong Place
Boise, ID 83704
(208) 327-7499

Permit Fee: _____ Date: _____

Receipt #: _____ File #: _____

For Office Use Only

Property Address (If Available):

Street: _____ Acres: _____

City: _____ Zip: _____ County Parcel #: _____

Property is Located: ☐ Inside City – City Name: _____ ☐ Inside County – County Name: _____

Legal Description: _____ 1/4 _____ 1/4 _____ Section: _____ Township: _____ Range: _____

Subdivision: _____ Lot: _____ Block: _____

Directions (nearest crossroad): _____

Owner Name: _____ Email: _____

Mailing Address: _____ Phone #: _____

City: _____ State: _____ Zip Code: _____

Applicant Name: _____ Email: _____

Mailing Address: _____ Phone #: _____

City: _____ State: _____ Zip Code: _____

☐ Same as owner ☐ Buyer ☐ Contractor ☐ Installer ☐ Realtor

Type of Septic Installation: ☐ New ☐ Enlargement ☐ Replacement ☐ Tank Only ☐ Vault Privy

Proposed Usage: ☐ Residential ☐ Accessory Dwelling Unit ☐ Other with plumbing (barn, shop, etc.) ☐ Non-Residential

☐ Central (**more** than two dwellings or **more** than two buildings under separate ownership) ☐ Large Soil Absorption (>2,500 gal/day)

Is there an existing structure on this parcel? Yes OR No Type of Structure: _____ Year Built: _____

Number of Bedrooms: (Residence) _____ and/or (Accessory Dwelling Unit) _____ Number of Bathrooms: _____

Number of People: _____ Square Footage: _____ RV Connection: Yes OR No

Foundation Type: ☐ Basement ☐ Crawl Space ☐ Split Level ☐ Slab

City sewer or central wastewater collection system accessible to property? Yes OR No

Water Supply: ☐ Private Well ☐ Public Water System ☐ Shared Well ☐ Other: _____

Signature: _____ Date: _____

By my signature above, I certify that all answers and statements on this application are true and complete to the best of my knowledge. I understand that should evaluation disclose untruthful or misleading answers, my application may be rejected, or my permit canceled. I accept the responsibility to notify the Health District of any changes to the above information if performed prior to completion of the permitted system. I hereby authorize the Health District to have access to this property for the purpose of conducting a site-evaluation. I understand that this application and the subsequent permit is non-transferable between property owners and/or project sites. I understand that the application will expire two (2) years from date of purchase. The permit/application may be renewed if the renewal is applied for on or before the expiration date.

Revision Date: 7/25 bk



Public Health
Prevent. Promote. Protect.

Idaho Public Health Districts

Please draw an aerial view of the property showing the outline of buildings, property lines, well location(s), water lines, location of septic tank and drainfields, location of drainfield replacement area, ditches and streams, easements and right of ways, driveway and parking area, cut banks, and location of street or road. Indicate dimensions and separation distances of each from septic tank and drainfield.

Plot Plan

Scale: 1" = _____'

Signature: _____ Date: _____

By my signature above, I certify that all answers and statements on this application are true and complete to the best of my knowledge. I understand that should evaluation disclose untruthful or misleading answers, my application may be rejected or my permit canceled. I understand that any deviation from the plans, conditions, and specifications, is prohibited unless it is approved in advance by the Director or his designee. I hereby authorize the Health District to have access to this property for the purpose of conducting a site-evaluation.

(Official Use Only)

Plot Plan Approval Date: _____ EHS Name: _____ EHS #: _____

Revision Date: 10/2010 NRU

ADA & BOISE COUNTY

INSTRUCTIONS FOR SUBMITTING AN APPLICATION FOR A SEPTIC PERMIT, AND THE STEPS FOR OBTAINING A SEPTIC INSTALLATION PERMIT FROM CENTRAL DISTRICT HEALTH

APPLICATIONS:

On-site application *must* have all pages filled out completely, signed and dated, including an accurate legal description of the property along with all requested information as indicated on the form. As of July 1, 2025, a new rule went into effect that says we must collect proof of legal presence of the **property owner**. The attestation form is located at <https://cdh.idaho.gov/environmental-health/water-wastewater-septic/septic-applications-fees-resources/> at the top of the page. Please have the **property owner** complete, sign and date the form and provide document. We will not begin to process your application until we have received the signed attestation form and document.

Once the application has been submitted with a detailed plot plan *and* fees have been paid, you/your agent will need to contact the Environmental Health Specialist to make an appointment for the observation of the excavation of the required test holes. Central District Health *will not* be providing any machinery or labor to complete the excavation.

PLOT PLAN:

On the Plot Plan please provide the following information of the site: location of all existing structures; location of proposed dwelling/structure; existing or proposed well site; location of water lines, location of any existing septic systems; location of proposed septic site along with a proposed area for future replacement drainfield site; ditches; scarps; streams; and bordering roads.

TEST HOLE INSPECTIONS:

Test Holes are needed to evaluate the soils in the area where the drainfield is to be placed. Test holes are required for all lots and parcels. Additional test holes or deeper test holes may be required if the natural soils are inadequate for sewage disposal. It is the responsibility of the owner or his agent to make the necessary arrangements and have adequate equipment for digging. The Environmental Health Specialist must be present on-site when test holes are excavated.

The test holes shall be excavated near the proposed drainfield area to a depth of eight (8) to twelve (12) feet. Additional holes may be required if the native soil is inadequate for sewage disposal.

It is necessary to make an appointment with the inspector to view the test holes. The owner or their agent should be present at the time of the inspection.

GROUNDWATER MONITORING:

Groundwater monitoring may be required for a parcel of property not in an approved subdivision. Monitoring may also be required in approved subdivisions when the records search indicates further data is required. Ground water monitoring needs to be conducted on a **weekly basis from February 15th through June 30th and may be required from April 15th through October 31st** if the land is irrigated during the summer. Weekly monitoring is to be completed and documented by the property owner or their representative.

ON-SITE SEWAGE PERMIT:

When the steps listed on this sheet are completed and the criteria have been met, your permit will be written. Once the permit has been written, the on-site sewage permit will be emailed to you, your representative and county/city agency.

Having complete, accurate, and necessary documentation will make the permitting process easier and faster. The key is to have all the necessary documents properly prepared and ready for Central District Health prior to submitting any applications.

3 Standard Subsurface Disposal System Design

3.1 Dimensional Requirements

Revision: July 18, 2013

Figure 3-1 shows the major horizontal separation distance requirements for a standard drainfield. Figure 3-2 shows the major horizontal separation distance requirements for a septic tank.

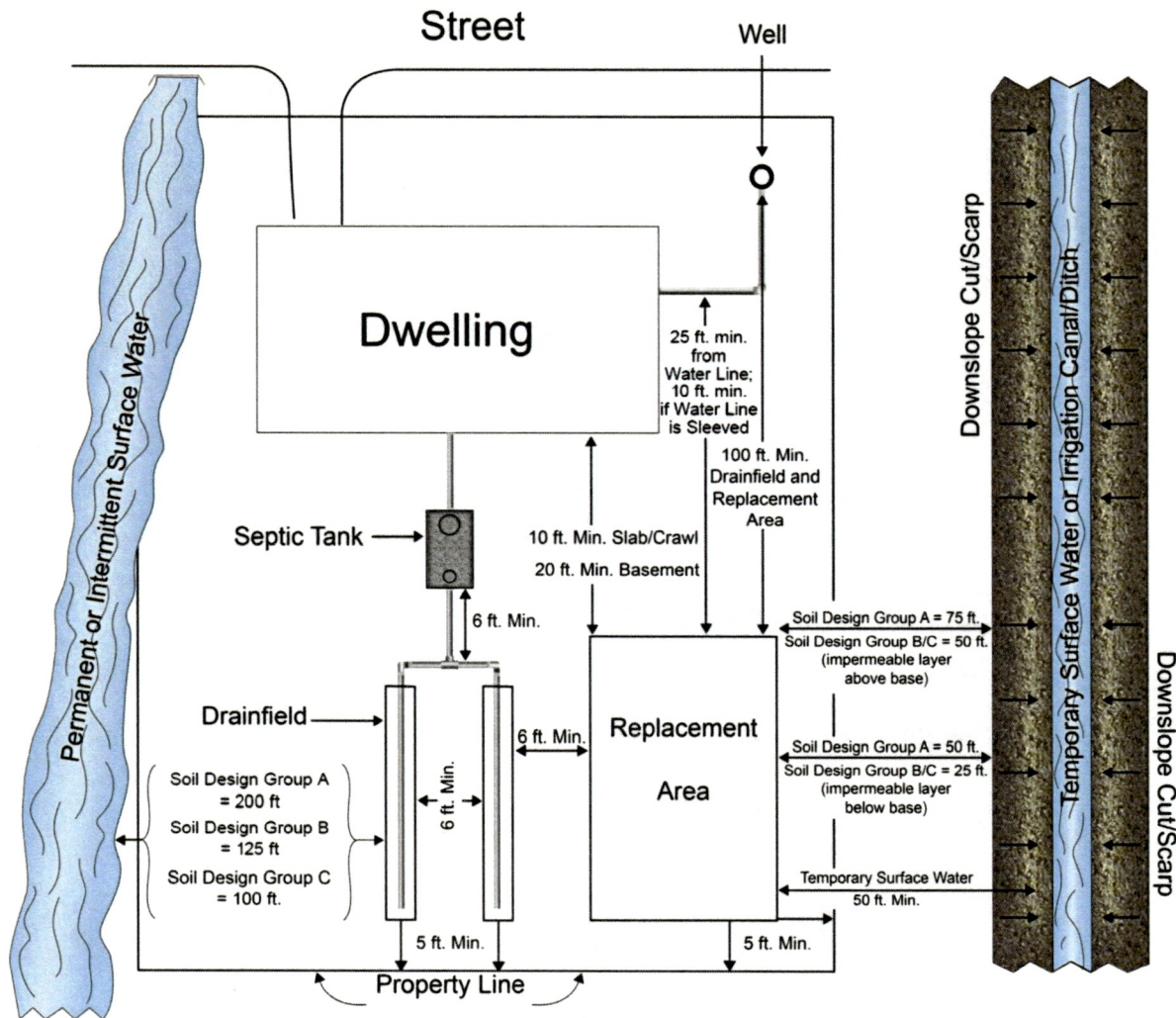


Figure 3-1. Horizontal separation distance requirements for a standard drainfield (IDAPA 58.01.03.008.01.d and 58.01.03.008.03).

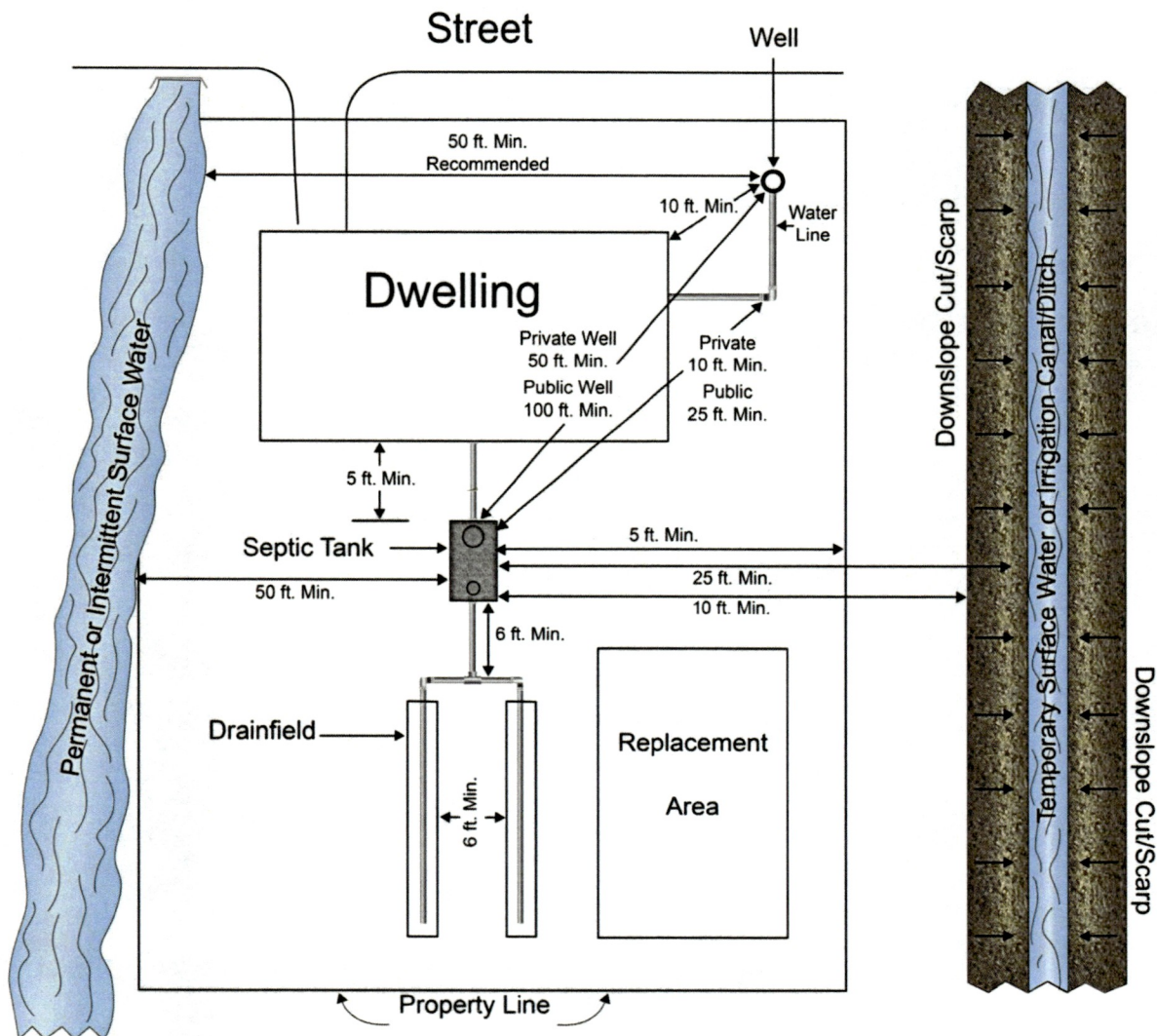


Figure 3-2. Horizontal separation distance requirements for a septic tank (IDAPA 58.01.03.007.17).

1. Minimum separation distance of 20 feet is required between a drainfield and a dwelling with a basement (IDAPA 58.01.03.008.01.d). If the basement is a daylight-style basement and the drainfield installation is below the daylight portion of the basement the minimum separation distance can be reduced to 10 feet.
2. Minimum separation distance of 6 feet is required between absorption trenches and from installed trenches or beds to the replacement area. Separation distance must be through undisturbed soils (IDAPA 58.01.03.008.03).
3. Minimum separation distance of 6 feet is required between the septic tank and the drainfield. Separation distance must be through undisturbed soils (IDAPA 58.01.03.008.03).
4. Minimum separation distance of 50 feet is required between an effluent line and a septic tank to a domestic well (IDAPA 58.01.03.007.18 and 58.01.03.007.21).