



**Marquette County Health Department
Division of Environmental Health**

US 41 East, Negaunee, MI 49866
Telephone: (906) 475-4195
Fax: (906) 475-6500

Please read before filling out the Service Request form. Incomplete requests will **NOT** be processed and will be returned to the applicant.

APPLICANT INFORMATION: The individual applying for the service with mailing address, phone number, and email address. Permits will be distributed via email whenever possible.

PROPERTY OWNER INFORMATION: The individual or legal entity that owns the property with mailing address and phone number.

PROPERTY INFORMATION: Your Michigan Property Tax Assessment Notice is the best place to find all this information. It shows the legal description and property tax ID number. We will need a copy of this document to be submitted with your request. You may obtain a copy from your Township office.

PROPERTY DIRECTIONS: We need to come to your property for the site evaluation. Please tell us how to get there.

SERVICE REQUEST: See *Guide to Service Request Application* for help on what to request.
Preliminary Site Evaluation: Request this service if you own property or are purchasing property you may wish to develop in the future.

Sewage Disposal System Construction Permit and/or Water Well Construction Permit: If your property is approved and you wish to proceed with well and septic permits, we will deduct the site evaluation fee from the permit fee within one year. Your property must be approved for an on-site sewage disposal system and well before you will be able to get your building permit.

Existing System Evaluation, Home Loan Evaluation, or MDARD Evaluation: We will do a record search to see if we have records on the existing system. If we do not have records available, we will require the site evaluation procedure.

SITE PLAN: You must draw a plan of your property, proposed or existing. Include distances between all of the foregoing. Include property dimensions, orientation (North, South, East, and West) to roads, bodies of water and adjacent property. Location of water wells & sewage systems on the property, as well as on adjacent properties. Dimension and orientation of building, right-of-ways, driveways and other landmarks on your property.

PLEASE SIGN AND DATE THE FORM!

MARQUETTE COUNTY HEALTH DEPARTMENT

184 US 41 East, Negaunee, MI 49866
Phone (906) 475-4195 Fax (906) 475-6500

Environmental Health Service Request for Property Development

Preliminary Site Evaluation – Onsite waste disposal system and/or water supply	\$277
Single Family Residential Sewage Permit – Complete System (Tank and Absorption System)	\$368
Single Family Residential Sewage Permit – Absorption System Only	\$368
Single Family Residential Sewage Permit – Tank Only	\$184
Single Family Residential Sewage Permit – Privy (earth pit or vaulted) or grey water system	\$184
Commercial Sewage – Less than 2000 gallons per day	\$461
Commercial Sewage – Greater than or equal to 2000 gpd and less than 6000 gpd	\$645
Commercial Sewage – Greater than or equal 6000 gpd but less than 10,000 gpd	\$800
Private Water Well Permit – Serves the dwelling in which you live	\$322
Public Water Supply Permit – Type II	\$497
Type II Water Treatment System Plan Review and Permit	\$500
Public Water Supply Permit – Type III (Industrial, irrigation, or geothermal well)	\$406
Existing System Evaluation for New or Increased Use – With records	\$184
Existing System Evaluation for New or Increased Use – Without Records	\$277
Non-Compliance Construction or Site Evaluation Re-visit	\$100
Home Loan Evaluations – Septic and well	\$338 + lab fees
Home Loan Evaluations – Septic only OR Well only	\$225 + lab fees
MDARD Evaluation – Septic and well	\$338 + lab fees
MDARD Evaluation – Septic only OR Well only	\$225 + lab fees
Cemetery Plat Review	\$100 + \$50/soil evaluation

FOR OFFICE USE ONLY				
REQUEST /APPLICATION	FEES PAID	RECEIPT NUMBER	DATE FEE PAID	RECEIVED BY
<input type="checkbox"/> Preliminary Site Evaluation				
<input type="checkbox"/> Residential Sewage Disposal System Permit				
<input type="checkbox"/> Commercial Sewage Disposal System Permit				
<input type="checkbox"/> Private Water Well Permit				
<input type="checkbox"/> Public Water Supply Type II				
<input type="checkbox"/> Public Water Supply Type III				
<input type="checkbox"/> Existing System Evaluation				
<input type="checkbox"/> Home Loan Evaluation				
<input type="checkbox"/> MDARD Evaluation				
<input type="checkbox"/> Site Re-visit				
<input type="checkbox"/> Cemetery Plat Review				

Applicant Information

 Owner Contractor Buyer Agent

Name: _____

Mailing Address: _____ City _____ St _____ Zip _____

Home Phone: _____ Cell/Work: _____

Email Address (this is how you will receive your permit): _____

Property Owner Information (if different than applicant)

Name: _____

Mailing Address: _____ City _____ St _____ Zip _____

Home Phone: _____ Cell/Work: _____

Email Address: _____

Property Information (For which this service request is intended)

Property Address: _____

County Rd. Name: _____ City: _____ Zip: _____

Michigan Tax I.D. Number: _____ Section: _____ T _____ N; R _____ W

Township: _____ Acres: _____ If less than one acre date it was split: _____

Subdivision Name: _____ Lot # _____

Assessor's Plat Name: _____ Lot # _____ Private Road Name if Designated: _____

Property Directions

Name of Public roads at closest intersection: _____

Distance & direction from closest intersection: _____

Is a building visible from the road? Yes No House Garage Other _____ Color _____

Where is address visible? House Garage Mailbox Sign Other _____

Preliminary Site Evaluation For:

- On-Site Sewage Disposal system Water Well Both

Sewage Disposal System Construction Permit:

Application is to install:

- Complete System (Septic Tank & Absorption System)
- Septic Tank Only
- Absorption System Only
- Vaulted or Earth Pit Privy (outhouse)
- Other

Application is for:

- New Construction
- Replacement/Repair
- Additional, explain

Application is to Serve: Single Family Residence Commercial <2000gpd;
 Commercial ≥ 2000 & < 6000 gpd; Commercial >6000 gpd but <10,000 gpd

Number of Bedrooms: _____ **Garbage Grinder in use or being installed?** yes no

Excavating Contractor: _____

Water Well Construction Permit:

Check one of the following:

- New Construction
- Repair/Replacement
- Additional, explain _____

Construction Method:

- Driven Point
- Drilled Well

Type of Pump to be installed:

- Electric
- Hand Pump

Well is to Serve: Single Family Residence Industrial/Irrigation/Geo thermal
 Public Supply- Type of Facility to be served _____ (must fill out DEQ app. also)

Well Contractor: _____ **Well Pump Installer:** _____

Do you or are you planning to heat with fuel oil? yes no

Are there any above or below ground fuel tanks on your property? yes no

Are there any above or below ground fuel tanks within 50 feet of your property? yes no

Existing System Evaluation for New or Increased Use

Home Loan Evaluation

MDARD Evaluation

Check one of the following:

- Sewage Disposal System
- Water Supply System
- Both

Residential Change of Use:

Number of Bedrooms (current) _____

Number of Bedrooms Proposed _____

Commercial Change of Use:

Sewage Flow from Facility (current) _____

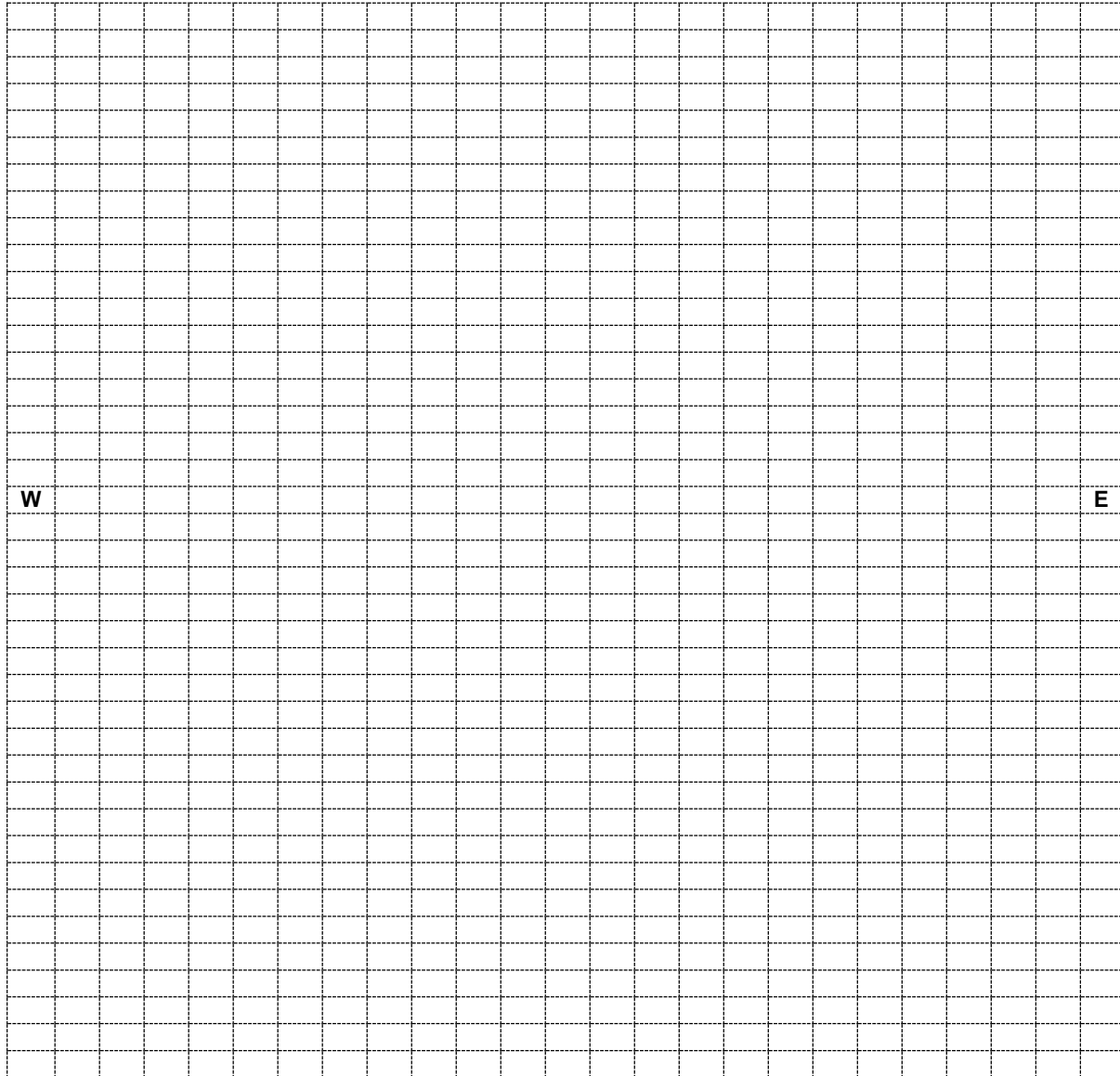
Proposed Flow from Facility _____

Records:

- No Records Available
- Record Available- Permit Number _____

Site Plan: Detail all of the following proposed and existing features: 1. Property Lines; 2. Roads; 3. Driveways; 4. House; 5. Outbuildings; 6. Septic tanks, Absorption Systems, Fuel and/or Chemical Storage Tanks, (including those within fifty (50) feet of your property lines); 7. Active, proposed and abandoned wells (including those within fifty (50) feet of your property lines); 8. List all distances between water wells and surface waters, septic tanks, absorption systems and fuel/chemical storage tanks and; 9. All distances between your proposed septic tank and absorption system and surface water; active, proposed and abandoned wells (including those within fifty (50) feet of your property lines. *

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I certify that the above information provided is correct to the best of my knowledge (check box if completing form online).

Applicant's Signature

Date

*Working on your computer and having trouble adding your site sketch to the application? Within Adobe Reader, choose **Tools > Comment** to open the Comment toolbar. Select the Pencil icon to enable freeform drawing. The comments/markups that you add to the document are displayed in the right pane. If you already have a site plan saved as a jpeg or other format, there is an option to attach files to the document (icon looks like a paperclip with a + sign).

More information on adding markups in a PDF can be found here:

<https://helpx.adobe.com/acrobat/using/commenting-pdfs.html>