

# Construction/Installation Permit Guide for Septic Systems



State of Oregon  
Department of  
Environmental  
Quality

**Onsite Program**  
165 E. Seventh Ave.  
Suite 100  
Eugene, OR 97401  
Phone: 541-687-7338  
800-844-8467  
Fax: 541-686-7551  
Contact: Randy Trox  
[www.oregon.gov/DEQ](http://www.oregon.gov/DEQ)

DEQ is a leader in restoring, maintaining and enhancing the quality of Oregon's air, land and water.

Click on blue links below to access forms and example documents.

## Items required to process your application:

1. Application form and fee: Please make sure your application is complete. Incomplete applications cannot be accepted and will be returned.
2. **Vicinity/ Locator map:** Please provide your address or specific GPS coordinates and a link to the Google map. On large parcels or in remote areas where the site is difficult to find, please upload to your application record a drawing that shows how to find your site and provide flagging at the entrance to your property.
3. A tax lot map obtained from the local county assessor's or planning department. Tax Lot maps are online.
4. **Statement of Site Status:** To be signed by the property owner or applicant, certifying there have been no changes at the site since DEQ performed the original site evaluation.
5. **Land Use Compatibility Statement or County planning approval:** This must be approved and signed by your county and/or city planning department.
6. **Notice Authorizing Representative form:** Required if someone other than the property owner is submitting the application
7. **Detailed Construction/ Installation Plan - Equal Distribution:**  
**Detailed Construction/ Installation Plan - Serial Distribution:**
  - Your Site Evaluation Report shows the approved drainfield location, the approved area as described in your site evaluation report and other construction details.
  - Draw a site plan, from actual measurements, that shows the location of all buildings, roads, driveways, property lines, easements, springs, wells, lakes, ponds, rivers, streams, water lines, drainage areas and other physical features. Make sure you show the location of the septic tank, distribution box or drop boxes, disposal lines and drainfield.
  - The person installing the septic system should use a transit or laser level to provide the following measurements: the elevations of the building sewer line, the inlet and outlet of the septic tank and the distribution box or drop boxes. Also include the number and length of the disposal trenches and show the replacement/ repair area.
  - If your approved system requires a pump, please upload or provide a pump curve (hydraulic profile) for each pump and a cross section of the septic tank.
  - If your approved system is a sand filter, please upload or provide a pump curve (hydraulic profile) for each pump, a cross section of the septic tank, and sand filter plans, top and side views, and current sieve analyses.
8. Submit a completed service contract with a certified maintenance provider with your Construction/ Installation permit application for the following types of septic systems: sand filter, pressurized distribution, alternative treatment technology, or re-circulating gravel filter.

9. Other information: Please include your name, township, range, section and tax account on all maps and drawings that you submit.

10. **Apply online**. You can also mail or hand-deliver the application, fee and attachments to the appropriate DEQ regional office.

**Accessibility**

Documents can be provided upon request in an alternate format for individuals with disabilities or in a language other than English for people with limited English skills. To request a document in another format or language, call DEQ in Portland at 503-229-5696, or toll-free in Oregon at 800-452-4011, ext. 5696; or email [deqinfo@deq.state.or.us](mailto:deqinfo@deq.state.or.us).



# SITE PLAN FOR CONSTRUCTION / INSTALLATION

**Site Plan Must Be Current**

Property Owner: \_\_\_\_\_ Site ID: \_\_\_\_\_

Site Address: \_\_\_\_\_ City: \_\_\_\_\_ County: \_\_\_\_\_

Township: \_\_\_\_\_ Range: \_\_\_\_\_ Section: \_\_\_\_\_ Tax Lot: \_\_\_\_\_

Acres: \_\_\_\_\_ Subdivision: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_

Scale: 1 Square = \_\_\_\_\_ Feet

**SITE PLAN MUST SHOW ALL PROPERTY LINES AND DIMENSIONS**



DRAIN MEDIA \_\_\_\_\_

SEPTIC TANK TYPE \_\_\_\_\_

I certify that the above information is accurate to the best of my knowledge. This site plan is based on actual measurements and conditions on the site.

I am the  Owner or  Authorized Agent. Name (please print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# NOTICE AUTHORIZING REPRESENTATIVE

I, \_\_\_\_\_, have authorized \_\_\_\_\_ to act as my  
(Property Owner/Print Name) (Authorized Representative/Print Name)  
agent in performing the activities necessary to obtain all onsite wastewater treatment program services provided by the Department of Environmental Quality on the property described below in accordance with OAR chapter 340, division 071. I agree that any costs not satisfied by the Authorized Representative are my responsibility and I authorized DEQ agents to conduct required business activities on said property.

### PROPERTY IDENTIFICATION:

\_\_\_\_\_  
(Property Situs or Road Address)

And described in the records of \_\_\_\_\_ County as:

Township \_\_\_\_\_ Range \_\_\_\_\_ Section \_\_\_\_\_ Map ID \_\_\_\_\_ Tax Lot #(s) \_\_\_\_\_

### PROPERTY OWNER:

Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_

### AUTHORIZED REPRESENTATIVE:

Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_

DEPARTMENT OF ENVIRONMENTAL QUALITY  
 381 N. 2nd STREET  
 COOS BAY, OR. 97420  
 (541) 269-2721  
**FEE SCHEDULE- EFFECTIVE 11/01/2017**  
 On-Site Sewage Systems

SITE EVALUATIONS	FEES:
------------------	-------

SINGLE FAMILY DWELLING:	
FIRST LOT.....	\$ 800.00*
ADDITIONAL LOTS EVALUATED.....	800.00*

COMMERCIAL FACILITIES:	
FIRST 1000 GALLONS.....	800.00*
1,001 – 1,500 gpd.....	982.00*
1,501 – 2,000 gpd.....	1,163.00*
2,001 – 2,500 gpd.....	1,344.00*
2,501 – 3,000 gpd.....	1,526.00*
3,001 – 3,500 gpd.....	1,707.00*
3,501 – 4,000 gpd.....	1,888.00*
4,001 – 4,500 gpd.....	2,069.00*
4,501 – 5,000 gpd.....	2,251.00*
Flows greater than 5,000 gpd.....	2,473.00*

**PERMITS** (On-Site Septic System Construction for Systems with a Design Capacity of Less Than 600 gpd)

**FEES:**

STANDARD SYSTEM.....	\$ 1,138.00*
ALTERNATIVE TECHNOLOGIES, CAPPING FILL, PRESSURIZED DISTRIBUTION, TILE DEWATERING.....	1,372.00*
SAND FILTER, RECIRCULATING GRAVEL FILTER.....	1,666.00*
STEEP SLOPE.....	1,138.00*
SEEPAGE TRENCH.....	1,138.00*
SAPROLITE SYSTEM.....	1138.00*
GRAY WASTE DISPOSAL SUMP.....	561.00*
EXISTING SYSTEM EVALUATION.....	759.00*
AUTHORIZATION NOTICE: WITH Field Visit.....	743.00*
WITHOUT Field Visit.....	265.00*
AUTHORIZATION NOTICE HARDSHIP: WITH Field Visit.....	440.00*
WITHOUT Field Visit.....	203.00*
ALTERATION PERMIT: MAJOR.....	669.00*
MINOR.....	372.00*
REPAIRS: MAJOR.....	651.00
MINOR (Tank Only!).....	364.00*
PERMIT TRANSFER, REINSTATEMENT OR RENEWAL	
WITH a Field Visit required.....	636.00*
WITHOUT a Field Visit.....	257.00*
SITE EVALUATION REPORT REVIEW.....	759.00*
VARIANCE FROM ON-SITE RULES.....	2,242.00*
LAND USE CLEARANCE.....	52.00

\*NOTE: A \$66.00 fee may be added for pumps or dosing siphon. The above fees include a \$100.00 Surcharge.



State of Oregon  
Department of  
Environmental  
Quality

## Application for Onsite Sewage Treatment System

Send this application  
to the appropriate  
DEQ office

For DEQ Use Only:		Date Stamp
Date received	_____	
Fee paid	_____	
Receipt number	_____	
Application number	_____	
Date of 1 <sup>st</sup> response	_____	
Date of 2 <sup>nd</sup> response	_____	
Date of final response	_____	
Date of completion	_____	
Scanned	Data Entry	

### A. Property Owner Information

Name \_\_\_\_\_ Mailing Address (Street or PO Box, City, State, Zip Code) \_\_\_\_\_ Phone Number \_\_\_\_\_

### B. Legal Property Description

Township \_\_\_\_\_ Range \_\_\_\_\_ Section \_\_\_\_\_ Tax Lot \_\_\_\_\_ Tax Account Number \_\_\_\_\_ Acreage or Lot Size \_\_\_\_\_  
 County \_\_\_\_\_ Subdivision Name \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_  
 Property Address: \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Directions to Property: \_\_\_\_\_

### C. Existing Facility / Proposed Facility / Water Information

<b>Existing Facility:</b>	<b>Proposed Facility:</b>	<b>Water Supply:</b>
<input type="checkbox"/> Single Family Residence	<input type="checkbox"/> Single Family Residence	<input type="checkbox"/> Public _____ Name _____
Number of Bedrooms _____	Number of Bedrooms _____	<input type="checkbox"/> Private _____ Well, Spring, Shared _____
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____	

### D. Type of Application

<input type="checkbox"/> Site Evaluation	<input type="checkbox"/> Renewal Permit	<input type="checkbox"/> Authorization Notice for:
<input type="checkbox"/> Construction	<input type="checkbox"/> Existing System Evaluation	<input type="checkbox"/> Connecting to an Existing System Not in Use
<input type="checkbox"/> Permit Repair	<input type="checkbox"/> Permit Transfer	<input type="checkbox"/> Replacing a Mobile Home or House with Another Mobile Home or House
<input type="checkbox"/> Major	<input type="checkbox"/> Permit Reinstatement	<input type="checkbox"/> The Addition of One or More Bedrooms
<input type="checkbox"/> Minor		<input type="checkbox"/> Personal Hardship
<input type="checkbox"/> Alteration Permit		<input type="checkbox"/> Temporary Housing
<input type="checkbox"/> Major		<input type="checkbox"/> Other-please specify _____
<input type="checkbox"/> Minor		

If the required fee and attachments are not included with this application, it will be returned to you as incomplete. Post a flag or sign with your name and address at the entrance to the property. Flag and number the test holes.

By my signature, I certify that the information I have furnished is correct, and hereby grant the Department of Environmental Quality and it's authorized agents permission to enter onto the above described property for the sole purpose of this application.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant's Name -- Please Print Legibly \_\_\_\_\_ Applicant's Phone Number \_\_\_\_\_ Applicant's E-mail Address \_\_\_\_\_

Applicant's Mailing Address \_\_\_\_\_  
 Applicant is the  Owner  Authorized Representative  Licensed Septic Installer  
 Authorization Attached \_\_\_\_\_  
 Installer's Name \_\_\_\_\_

Department of Environmental Quality (<http://www.oregon.gov/DEQ/>)

[DEQ Home](http://www.deq.state.or.us/) (<http://www.deq.state.or.us/>)/ [Water Quality](#) (<http://www.oregon.gov/DEQ/WQ/>)/ [Programs and Projects](#) [Regulations](#) [Data and Reports](#) [Permits](#) [Get Involved](#) [About Us](#)

**Listing of Installer and Pumper Businesses**

The following businesses match your search criteria. They are sorted alphabetically by Business Name.

There are 18 records in the table.

License No.	Business Name	DBA Name	Street Address	Location	Phone	Email	County	Operator Type	Expiration Date
38767	Active Flow LLC		63569 Shinglehouse Rd	Coos Bay, OR 97420-4710	(541) 404-3598	activeflow@hotmail.com	Coos	Installer License	6/30/2023
39125	Bay Area Land Development, LLC		PO Box 1316	North Bend, OR 97459	(541) 759-3478	paul@bayarealanddevelopment.com	Coos	Installer License	6/30/2022
38961	Bellhurst, LLC		483 SE Ohio Ave	Bandon, OR 97411	(541) 254-4848	natestad@live.com	Coos	Installer License	6/30/2023
37719	Bob Butler Construction, LLC		P.O. Box 1941	Bandon, OR 97411-1941	(541) 404-6481	butlerconstruction@live.com	Coos	Installer License	6/30/2022
37158	Burriss, Inc.		PO Box 157	Broadbent, OR 97414	(541) 572-5808	burrissinc2@gmail.com	Coos	Installer License	6/30/2021
39176	Clean Rivers Erosion Control, Inc		PO Box 429	North Bend, OR 97459	(541) 267-3560	heather@cleanriverserosioncontrol.com	Coos	Installer License	6/30/2022
38773	Coos County	Coos County Parks Dept.	250 N Baxter St	Coquille, OR 97423	(541) 396-7757	coospark@co.coos.or.us	Coos	Pumper License	6/30/2023
38122	Econo Rooter Services, Inc.		PO Box 627	Coquille, OR 97423	(541) 396-4804	jklein@econorooter.us	Coos	Installer/Pumper License	6/30/2022
39249	Frontier Unlimited, LLC		93877 Lamont Ln	Coos Bay, OR 97420	(541) 404-7417	frontierultd@aol.com	Coos	Installer License	6/30/2022
38325	GB Construction Company		56575 Roth Road	Coquille, OR 97423	(541) 396-4539	tmgederos@gmail.com	Coos	Installer License	6/30/2022
39343	Jay Williams Land Management LLC		87026 Lower Four Mile Ln	Bandon, OR 97411	(541) 551-5154	jaywlandmanagement@gmail.com	Coos	Installer License	6/30/2023
38922	Johnathen Himmelrick	South Coast Septic	PO Box 1620	Bandon, OR 97411	(541) 347-6529	southcoastseptic@gmail.com	Coos	Installer/Pumper License	6/30/2022
38345	Joseph J. Bolduc	Bandon Builders	56231 Wisteria Dr	Bandon, OR 97411	(541) 404-7984		Coos	Installer License	6/30/2021
39316	Joseph Lavern Gallino	Joe Gallino Construction, LLC	62952 Major Dr	Coos Bay, OR 97420	(541) 260-6795	joegallino2aol.com	Coos	Installer License	6/30/2022
38684	Li'l Stinker, LLC	Li'l Stinker	P.O. Box 3375	Coos Bay, OR 97420	(541) 290-2949	lil_stinkers@yahoo.com	Coos	Pumper License	6/30/2022
39126	Natural Origins LLC		87996 Bill Creek Ln	Bandon, OR 97411	(541) 404-9349	wilderfreesurf@yahoo.com	Coos	Installer License	6/30/2022
37991	Oregon Pacific Leasing, Inc.	Roto Rooter Plumbing Services	93788 Carlisle Lane	Coos Bay, OR 97420	(541) 269-5050	rotorootercoosbay@gmail.com	Coos	Installer/Pumper License	6/30/2023
37354	Thomas W. Brown	Brown & Son	86950 Lower Fourmile Lane	Bandon, OR 97411	(541) 297-0480		Coos	Installer License	6/30/2022

There are 18 records in the table.

This website application cannot be made compliant with the Americans with Disabilities Act. We apologize for any inconvenience and invite you to contact DEQ at 800-452-4011 or email [deqinfo@deq.state.or.us](mailto:deqinfo@deq.state.or.us) for assistance in accessing this site

Department of Environmental Quality (<http://www.oregon.gov/DEQ/>)  
**Department of Environmental Quality (<http://www.oregon.gov/DEQ/>)**

Hours: Mon-Fri, 8 a.m.-5 p.m

Email: [DEQInfo@deq.state.or.us](mailto:DEQInfo@deq.state.or.us) [ProgramInfo@deq.state.or.us](mailto:ProgramInfo@deq.state.or.us) [RegAffairs@deq.state.or.us](mailto:RegAffairs@deq.state.or.us) | Phone: 503-228-5696 | Fax: 503-228-6124 [Get Involved](#) [About Us](#)

[Website Feedback \(\[http://www.oregon.gov/Pages/website\\\_feedback.aspx?address=deqwebmaster@deq.state.or.us\]\(http://www.oregon.gov/Pages/website\_feedback.aspx?address=deqwebmaster@deq.state.or.us\)\)](http://www.oregon.gov/Pages/website_feedback.aspx?address=deqwebmaster@deq.state.or.us)

[Accessibility \(<http://www.oregon.gov/pages/accessibility.aspx>\)](http://www.oregon.gov/pages/accessibility.aspx) [Privacy Policy \(<http://www.oregon.gov/DAS/ETS/EGOV/pages/termsconditions.aspx>\)](http://www.oregon.gov/DAS/ETS/EGOV/pages/termsconditions.aspx)