

BALTIMORE COUNTY
DEPARTMENT OF ENVIRONMENTAL PROTECTION AND SUSTAINABILITY

PERC APPLICATION CHECKLIST

Soil percolation testing will not be scheduled until approval has been granted by the Ground Water Management (GWM) and Environmental Impact Review (EIR) Sections of the Department of Environmental Protection and Sustainability (DEPS) and the Department of Planning. If property is located in an area designated S-1, S-3 or S-4 in the Master Water and Sewer Plan, a variance must be granted by the Department of Public Works and Transportation (DPWT) before perc testing may be scheduled.

Below is a basic list of the required information that must be submitted to DEPS, located at the County Office Building, 111 W. Chesapeake Ave, Room 305. More specific information about perc test requirements can be found in the Department's Policy Manual for Ground Water Management. Please note that a site inspection may be required prior to granting approval for soil percolation testing.

Required Information For GWM (410-887-2762) and EIR (410-887-3980) Review:

1. Completed Soil Percolation Test Application with correct payment (checks to be made out to Baltimore County, MD).
2. Four (4) copies of a Site Plan that meets the following criteria:
 - The plan for the subject property must be scaled 1" = 60' or greater (i.e., 1:50 or 1:40) and show existing and proposed property lines and existing structures on and within 200 feet of the subject property. A vicinity map showing where the property is located relative to major roads and highways should also be included at a smaller scale (e.g, 1" = 1000').
 - Proposed lots on the plan must be labeled with consecutive numbers (i.e., Lot 1, Lot 2, Lot 3, etc.)
 - Plan must show the accurate location of all existing and proposed wells and well areas, OSDS components (i.e., septic tanks, seepage pits, trenches, etc.), sewage disposal areas, and USTs within 200 feet of the property line.
 - Plan must show proposed dwelling sites with associated 10,000 sq. ft. sewage disposal areas (SDAs), proposed soil test sites (min. of 3 per SDA), and proposed well sites on the subject property. Proposed soil test sites must have unique labels (i.e., 1A, 1B, 1C on Lot 1 and 2A, 2B, 2C on Lot 2, etc.).
 - Plan layout should be in compliance with COMAR 26.04.02.04 K and COBAR 01.03.01.05A.
 - Plan must show topography (at 5 foot intervals or less) with a note indicating the source and date of the information shown (i.e., Baltimore County GIS tiles or field run topography). The topographic data layer may be purchased through the GIS Lab located in Room 50 of the Old Court House (Phone 410-887-2233).

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PERC APPLICATION CHECKLIST (continued)

- Plan must show soil types and soil boundaries with a note indicating the source and date of the information shown (i.e., Baltimore County Web Soil Survey). Soils data layer may be downloaded from the NRCS website:
<http://websoilsurvey.nrcs.usda.gov>
- The plan must show the owner name, address (and subdivision name, lot, block and section number, if applicable) of all of the surrounding properties within 200 feet of the subject property.
- The plan must include a chart which lists by address each of the adjacent properties depicting specifically the source of the information regarding the existing well, septic systems, and USTs (i.e, county files, surveyed, per property owner).
- Plan must note the existing zoning, growth tier and Master Water and Sewer Plan designation on the plan.
- All plans must be signed sealed and dated from a Maryland licensed professional engineer, professional land surveyor or landscape architect.
- It is expected that the licensed professional will initially check with Department files with regard to existing well and OSDS information, and verify all information in the field by visual observation and/or direct contact with the property owners. If an owner is not home at the time of inspection, the engineer/surveyor should make other arrangements to contact the owner in order to gain the information requested. If an owner refuses to cooperate or allow entry to locate the required facilities, it should be noted on the plan.

The Department may consider relief from the above requirements on a case-by-case basis.

Additional Information That May Expedite EIR (410-887-3980) Review:

(Depending on site layout, some of this information may be required)

5. Forest Conservation information (forest stand delineations, forest conservation worksheet, forest conservation plan).
6. Forest Buffer information (steep slope and erodible soils analysis, wetland delineation and report, location of forest buffer limits).
7. Pertinent Chesapeake Bay Critical Area information.

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PERC APPLICATION CHECKLIST (continued)

**Additional Information That May Expedite Department of Planning (410-887-3480)
Review:**

- (Depending on site layout, some of this information may also be required)
8. Photographs of existing structures on site and identification of any historic resource on site.
 9. Proposed lot size.
 10. Proposed setbacks for building envelope.
 11. Identification of adjacent roads as scenic, if applicable.
 12. Identification of adjacent roads as collector, if applicable.
 13. Orientation of proposed house(s).
 14. Existing road widths.