

Prince George's County Health Department
Environmental Engineering Program
9201 Basil Court, Suite 318, Largo, Maryland 20774-5310
301/883-7681

HANDOUT #5

HOW TO OBTAIN HEALTH DEPARTMENT APPROVAL OF A BUILDING PERMIT APPLICATION FOR THE CONSTRUCTION OF A NEW RESIDENCE OR COMMERCIAL BUILDING WITHIN PRINCE GEORGE'S COUNTY IF INDIVIDUAL WATER SUPPLY AND/OR SEWAGE DISPOSAL SYSTEMS ARE TO SERVE THE STRUCTURE

If you are planning to build in Prince George's County and public water and/or public sewage is not available to your property, you will be required to follow the procedures listed below before the Health Department can approve your Building Permit application. Applications for percolation testing and sewage disposal systems must be applied for in person to ensure that the proper fees, copies of site plans and necessary information are submitted.

Sewage Disposal Systems

1. Percolation Test Application forms are available online at: <https://www.princegeorgescountymd.gov/DocumentCenter/View/4375/Percolation-Test-Application-PDF> or in person at the Department of Permitting, Inspections and Enforcement (DPIE) office located at 9400 Peppercorn Place, Largo, MD 20774. . Submit two copies of a site diagram, or lot survey, showing (1) the property boundary lines, (2) the location of the proposed building, (3) the existing wells on the lot or within 100 feet of the property, (4) the location of any easements on the property. If an easement area must be utilized for the well or sewage disposal systems, it must be recorded in the County Land Records and shown on the site diagram before issuance of the sewage disposal permit. Please note percolation test applications must be signed by the owner or accompanied by a letter from the owner granting permission for someone else to act as his agent.
2. The Health Department will notify you, by letter, when percolation tests can be performed on your lot. Tests for certain types of soils can only be conducted during the "wet season" of the year, February 1 through April 30 (These dates may be subject to change based on the amount of rainfall). If your lot does not meet the minimum requirements for testing, you will be informed of the reason. You will not be allowed to build on any lot not meeting minimum requirements.
3. Contact the Environmental Health Specialist (EHS) who was indicated on the notification letter to arrange an appointment to conduct the tests, if you plan to perform the tests yourself. If you hire a licensed percolation tester to conduct the tests, have them arrange for an appointment with the Health Department. All tests must be witnessed by a representative of the Health Department.
4. You will be notified by letter to inform you if the tests were satisfactory or unsatisfactory.
5. If the tests are satisfactory, apply for a Sewage Disposal Permit by filling out an application online at: www.princegeorgescountymd.gov/sites/DPIE/resources/forms/pages/health.aspx or in person at the DPIE office located at 9400 Peppercorn Place, Largo, MD 20774. Furnish six (6) copies of your site diagram showing the following (allowable scale range 1"-10' through 1"-50'):
 - A. Location, elevation, shape and dimensions of the proposed structure to be served by the septic system.
 - B. All percolation tests and water table observation holes spotted on the plans in their correct locations.
 - C. The design and location of the septic system:
 - (1) The size of the septic tank must be compatible with the number of bedrooms and/or square footage of the proposed building for houses, or design load for other buildings.
 - (2) Disposal trenches must be shown passing through percolation test holes and located on contour with the

topography. Septic system must meet the design criteria of Subtitle 22 of the Prince George's County Code. Copies of the Code are available from the Environmental Engineering Program. Trench depth must be the depth at which the percolation test was conducted. Distance between trenches must be twice the gravel depth of the trenches or 20 feet, whichever is less.

- D. All lots or parcels created after March 3, 1972 require drainfield replacement areas of an initial system area and two replacement areas or 10,000 square feet, whichever is larger.
- E. A side profile of the building sewer elevation as it leaves the building and the elevation of the ground over the septic tank and draintile.
- F. Well location.
- G. Location of all utility lines serving the building.

Water Supply

1. An application to install a well must be applied for by your well driller.

Note: Your Building Permit application will be approved when your sewage disposal permit and well permit, as applicable, are issued.

After construction is completed, the steps listed below must be followed before the Health Department can sign off on your job card:

Sewage Disposal System

1. An inspection of the completed sewage disposal system must be conducted by the Environmental Engineering Program before the system is covered. A Certificate of Compliance for the sewage disposal system will be issued by this office when the inspection is satisfactory.

Water Supply

1. Spot inspections are made on wells during construction.
2. Water samples for both chemical and bacteriological analysis must be collected after the well has been properly disinfected by the well driller. Samples must be collected and examined by either the Health Department or a State certified laboratory. Contact the area sanitarian in the Environmental Engineering Program for Health Department examination.
3. One satisfactory chemical and two consecutive satisfactory bacteriological samples must be obtained. Further disinfection and resampling will be required, if initial bacteriological results are unsatisfactory. Unsatisfactory chemical samples are not common, but when present, often require water treatment to alleviate the problem.
4. The well driller must submit a Well Completion Report to this office.
5. When both the Well Completion Report and satisfactory sample reports are received, a Certificate of Potability will be issued by this office.

Note: The job card can be approved when the sewage disposal system has been properly installed and inspected and when the required number of satisfactory water sample reports have been received.

Note: Additional Health Department requirements may apply.

If you have any additional questions regarding private water supply and sewage disposal systems, please contact the Environmental Engineering/Policy Program, weekdays between 7:30 a.m. and 4:00 p.m. at 301/883-7681.