

GUIDELINES FOR THE SUBMISSION OF NON-INDIVIDUAL SEWAGE TREATMENT AND/OR DISPOSAL SYSTEM PLANS

Non-individual sewage systems serve multiple structures located on a single lot or parcel of land. Complete and detailed non-individual sewage system plans and specifications must be submitted for review and approval to the Arkansas Department of Health prior to any construction. The plans must include the following:

1. A vicinity map and GPS Coordinates indicating the project location.
2. A plan layout showing properties, streets, easements, all topographical features, and the area flood level.
3. Dimensions of lots, streets, easements, etc.
4. Complete system specifications. All plans using septic tank/soil absorption systems must comply with the *Rules & Regulations Pertaining to Onsite Wastewater Systems, Designated Representatives and Installers*. Any proposal for a surface discharge system must include complete technical specifications, equipment diagrams, a map of the discharge route, notarized flowage easements from affected property owners and copies of the monitoring and maintenance contract.
5. An engineer licensed in Arkansas must submit detailed engineering plans and specifications for the water system serving commercial non-individual structures. This includes details of all fire hydrants, anchorage blocks, tees, water connections and sewer connections for the property.
6. Water pressure of existing water system at point of connection, unless all structures are separately metered.
7. Addresses of all parties to receive copies of non-individual sewage system correspondence.
8. A minimum of three copies of the plans and supporting documentation.

The Regional Environmental Program Specialist verifies all site and soil data submitted for non-individual sewage systems proposing a soil absorption system and the design and discharge route of proposed discharging systems. A statement recommending approval/disapproval of the non-individual sewage system is sent to the Onsite Wastewater Section.

A completed Cost Estimate Worksheet (EHP-17) must be submitted with the non-individual sewage system plans. All pertinent fees associated with a project must be addressed on this document. All appropriate fees must be paid prior to plan review.

Mail all plans and fees to:

Arkansas Department of Health
Onsite Wastewater Section
4815 West Markham, Slot 46
Little Rock, AR 72205-3867

For additional information, contact your local county Environmental Health Specialist, the Arkansas Department of Health or the Onsite Wastewater Section (501-661-2171).