



Baltimore County

Department of Environmental Protection and Sustainability

Ground Water Management Section

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Perc Application Checklist

Soil percolation testing will not be scheduled until plan 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. Below is a basic list of the required information that must be submitted with perc applications. More specific information about perc test requirements can be found in the GWM Policy Manual. 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:

- Completed Application for Soil Percolation Tests and four (4) copies of a Site Plan **prepared by a licensed engineer, surveyor, or landscape architect** that meets the following criteria:
- Plan must be scaled 1" = 60' or greater (examples: 1:50 or 1:40) and show existing and proposed property lines and existing structures on and within 200 feet of the subject property.
- 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 buildings (and driveways), 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.). Do not use hashing for SDA.
- Plan layouts 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). Slopes >25% should be noted. The topographic data layer is available through Baltimore County Open Data: opendata.baltimorecountymd.gov
- 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: websoilsurvey.nrcs.usda.gov. Include a chart on the plan detailing each soil name with the soil symbol.
- Plans for subdivisions must label each lot with consecutive numbers (i.e., Lot 1, Lot 2, Lot 3, etc.)
- Plan must include a vicinity map showing where the subject property is located relative to major roads and highways.
- Plan must include a map legend for property boundaries, topography, soil boundaries and soil types, proposed and existing wells, proposed and existing perc test locations, proposed and existing sewage disposal areas.
- The plan must include a title block with the address of the property and/or name of the subdivision.
- The plan must show the current property owner's name and address.

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- 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). See GWM policy manual for details.
- The plan must include notes indicating the existing Zoning, Master Water and Sewerage Plan and Tier Map designation.
- It is helpful if the plan includes a **PURPOSE** note to explain the rationale for the percolation test application (e.g., to establish a sewage disposal area to allow for a proposed pool.)
- Non-residential uses must include a Water Usage Letter (see GWM policy manual for details).
- 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 obtain GWM 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)

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

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

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

- Photographs of existing structures on site and identification of any historic resource on site.
- Proposed lot size.
- Proposed setbacks for building envelope.
- Identification of adjacent roads as scenic, if applicable.
- Identification of adjacent roads as collector, if applicable.
- Orientation of proposed house(s).
- Existing road widths.