



**PROCEDURE FOR SOIL/SITE INVESTIGATION AND
PERCOLATION TESTING FOR
PROPOSED ON-LOT SEWAGE DISPOSAL SYSTEM(S)**

STEP I On-Lot Septic Testing (existing lots)

- Complete questions 1 - 6 on the **On-Lot Sewage Disposal System Permit Application** (See attached draft – originals are at the Township office)
- Submit a survey of property or property line sketch of lot with acreage & dimensions with application
- Submit application fee to Township, per current Fee Resolution
- Information will be forwarded by Township to the Township Sewage Enforcement Officer
- Applicant is required to call 1-800-242-1776 (PA One-Call) for utility locating at time of application
- Applicant shall contact the Township Sewage Enforcement Officer (Jeff Winkle) at (724) 622-8306 to schedule time and availability for soil profile testing
- Applicant shall have a backhoe available (with 2 foot (2') wide bucket minimum) for digging, on date and time as scheduled and confirmed with Township Sewage Enforcement Officer
- Provide Township Sewage Enforcement Officer with PA One-Call confirmation # at site prior to digging
- Upon suitable soil profile locations as determined by the Township Sewage Enforcement Officer, proceed to Step II (Percolation testing)

STEP II Percolation testing

- Upon the designation of a suitable soil location the Sewage Enforcement Officer will flag or mark six to eight (6 - 8) or more percolation hole locations
- Coordinate scheduling with Sewage Enforcement Officer for percolation testing date. Perc holes must be dug the day before percolation testing, 24 hours prior maximum

- The day before scheduled perc test, dig perc holes as marked, to a depth as determined by the Sewage Enforcement Officer. Perc holes are to be 6" - 10" in diameter
- Add two inches (2") gravel or coarse sand to bottom of holes
- Pour a minimum of twelve inches (12") of water into percolation holes
- Applicant is to provide a minimum of fifty-five (55) gallons of water in open drums available at the perc site(s)
- Notify the Township Sewage Enforcement Officer at (724) 622-8306 that perc test is prepared
- Sewage Enforcement officer will conduct perc test
- Applicant will be notified of test results

STEP III ON-LOT SEWAGE DISPOSAL PERMIT ISSUANCE

- Complete testing for proposed lot as detailed in Steps I - II
- Approved D. E. P. Planning Module required (if lot is part of a new subdivision or lot was created after May, 1972) prior to permit issuance
- Applicant shall have on-lot sewage disposal design for the permit prepared in accordance with test results provided by the Sewage Enforcement Officer and all applicable rules and regulations of PA Title 25, Chapter 73 Standards for sewage disposal.
- Submit four (4) copies of completed septic design to the Township Sewage Enforcement Officer for review
- Upon receipt of a complete application and design, the Sewage Enforcement Officer will review and approve or deny design then forward to Township for permit issuance. Incomplete applications or design submittals will be returned to the applicant with letter describing deficiencies.
- The applicant will be contacted to pick up permit. The on-lot sewage disposal permit will have noted any additional criteria, such as required inspections, construction notes and any comments regarding the system installation.

STEP IV - On-Lot Septic Subdivision Procedures (To create new lots)

- Complete site testing for each proposed lot as detailed in Steps I - II
- Engineer or Surveyor, preparing subdivision plan for applicant, shall complete required forms and attach four (4) copies of all documentation.
- Applicant shall complete a D.E.P. Planning Module Component I or exemption postcard (available at Township)
- Submit completed planning module or postcard exemption to Planning & Development Services for review. Incomplete planning modules will be returned to applicant with letter describing submittal deficiencies
- Planning Module or exemption will be forwarded to D.E.P.



Every applicant should follow the steps outlined in this pamphlet. Failure to comply with the necessary steps may delay scheduling, testing, or approval(s). If you have any questions please don't hesitate to contact Cranberry Township Planning & Development Services at 724-776-4806, extension 1104 or the Township Sewage Enforcement Officer (Jeff Winkle) at 724-622-8306.