State of Florida
Department of Environmental Protection
Onsite Sewage Treatment and Disposal System (OSTDS)

CONSTRUCTION PERMIT

Permit No. _____
Application No. _____
Date Paid _____
Fee Paid _____
Receipt No. _____
Document No. _____

Type [ ] New System [ ] Existing System Modification [ ] Repair [ ] Abandonment [ ] Temporary

Subtype [ ] Aerobic Treatment Unit [ ] Non-Innovative PBTS [ ] Innovative PBTS [ ] Innovative Non PBTS
[ ] Holding Tank [ ] Other (describe) _____

Nitrogen Reduction: [ ] Enhanced Nutrient Reducing System [ ] In-ground Nitrogen Reducing Biofilter

Applicant _____

Property Address _____ City _____ State _____ Zip _____

Lot _____ Block _____ Subdivision _____

Property ID No. _____ [Section, Township, Range, Parcel Number, or Tax ID No.]

The system must be constructed in accordance with specifications and standards of Section 381.0065, F.S., and Chapter 62-6, F.A.C. Department approval of system does not guarantee satisfactory performance for any specific period of time. Any change in material facts, which served as a basis for issuance of this permit, require the applicant to amend the permit application. Such amendments may result in voiding this permit. Issuance of this permit does not exempt the applicant from compliance with other federal, state, or local permitting required for development of this property.

SYSTEM DESIGN AND SPECIFICATIONS

Tank

_____ [ ] Gallons [ ] GPD capacity Type [ ] Septic Tank [ ] Aerobic Treatment Unit [ ] Multi-chambered [ ] In series

_____ [ ] Gallons [ ] GPD capacity Type _____ [ ] Multi-chambered [ ] In series

_____ Gallons Grease Interceptor capacity

_____ Gallons Dosing Tank capacity _____ gallons at _____ doses per 24 hours Number of pumps _____

Drainfield

_____ Square feet primary drainfield system

_____ Square feet _____ system

System type [ ] Standard [ ] Filled [ ] Mound [ ] _____

Configuration [ ] Trench [ ] Bed [ ] _____

Location of benchmark/reference point _____

Elevation of proposed system site _____ [ ] inches [ ] feet [ ] above [ ] below benchmark/reference point

Bottom of drainfield to be _____ [ ] inches [ ] feet [ ] above [ ] below benchmark/reference point

Fill required _____ inches Excavation required _____ inches

Other

_____

_____

_____

_____

Specifications by _____ _____ _____
Printed Name Title Signature

Approved by _____ _____ _____ _____
Printed Name Title Office Signature

Date issued _____ Expiration date _____

Construction Permit Instructions

Item	Instructions
Permit No.	Permit tracking number assigned by the Department.
Application No.	Application tracking number assigned by the Department.
Date Paid	Date payment received by the Department.
Fee Paid	Fee amount paid to the Department.
Receipt No.	Receipt number assigned by the Department.
Construction Permit Type	Check permit type: New System, Existing System Modification, Repair, Abandonment or Temporary.
Construction Permit Subtype	Check permit subtype: Aerobic Treatment Unit, Non-Innovative Performance-Based Treatment System, Innovative Performance-Based Treatment System, Innovative with no Performance-Based Treatment System, Holding Tank, or Other. For Other, provide a description (e.g., Temporary toilet/vault; Waterless, Incinerating or Organic Waste Composting Toilets).
Nitrogen Reduction	Check if the permit is for an Enhanced Nutrient Reducing System and if it is for an In-ground Nitrogen Reducing Biofilter.
Applicant	Property owner's full name.
Property Address	Street address for property. For lots without an assigned street address, indicate street or road and locale in county.
Lot, Block, Subdivision or Property ID No.	27-character property appraiser parcel or tax identification number for property. If not available, provide section, township, and range.
Tank	Minimum specifications for the tank from Chapter 62-6, F.A.C.
Drainfield	Minimum specifications for drainfield from Chapter 62-6, F.A.C., default is mineral aggregate.
Other	Other specifications, such as additional tanks, additional drainfields, performance-based treatment system standards, operating permit requirements, low-volume flush toilets, and variance provisos.
Specifications by	Name of individual, such as site evaluator, engineer, owner, agent or Department employee, who determined system specifications. Signature optional.
Approved by	Department personnel reviewing and approving the permit and their office.
Date issued	Date permit is issued by the Department.
Expiration date	Eighteen months from date issued if the system has not been installed. Permits for system repairs and abandonments become void 90 days from the date issued.

State of Florida
Department of Environmental Protection
Onsite Sewage Treatment and Disposal System (OSTDS)

Part 2 - Construction Inspection and Application for Final Installation Approval

Section 1 – Applicant Information

Applicant Name _____ Email _____ Phone _____

Agent Name _____ Email _____ Phone _____

Section 2 – Property Information

Permit No. _____ Application No. _____

Property Address _____

City _____ State _____ Zip Code _____

Lot _____ Block _____ Subdivision _____ Unit _____

Section _____ Township_____ Range _____ Parcel No. _____

Section 3 – Inspection Results

Inspector marks items for compliance with construction permit and statute or rule. Observations are: **IN** (In compliance); **OUT** (Out of compliance); **UN** (Unobserved); **NA** (Not applicable).

Tank Installation

Record the information below for each tank used as part of the onsite sewage treatment and disposal system (OSTDS). Attach additional sheets if necessary.

Tank 1

_____ [01] Size _____ [ ] gallons [ ] gallons per day
_____ [02] ATU / PBTS Make and Model _____
_____ [03] Material [ ] Conc [ ] FG [ ] Poly [ ] Other: _____
_____ [04] Inlet / Outlet Device
_____ [05] [ ] Multi-Chambered [ ] Tank in Series
_____ [06] Outlet Filter Make and Model _____
_____ [07] Tank Legend _____
_____ [08] Watertight
_____ [09] Level
_____ [10] Depth to Lid _____ [ ] Riser(s) Installed

Tank 2

_____ [01] Size _____ [ ] gallons [ ] gallons per day
_____ [02] ATU / PBTS Make and Model _____
_____ [03] Material [ ] Conc [ ] FG [ ] Poly [ ] Other: _____
_____ [04] Inlet / Outlet Device
_____ [05] [ ] Multi-Chambered [ ] Tank in Series
_____ [06] Outlet Filter Make and Model _____
_____ [07] Tank Legend _____
_____ [08] Watertight
_____ [09] Level
_____ [10] Depth to Lid _____ [ ] Riser(s) Installed

Drainfield Installation

Record the information below for each drainfield used as part of the onsite sewage treatment and disposal system (OSTDS). Include an as-built sketch showing drainfield location. Attach additional sheets if necessary.

Drainfield 1

_____ [11] [ ] Mineral Aggregate [ ] Alternative Drainfield Product _____
_____ [12] Area _____ sq.ft.
_____ [13] [ ] Header Pipe [ ] Distribution Box
_____ [14] Number of Drainlines _____ Number of Units _____
_____ [15] Drainline Separation [ ] Trench [ ] Bed
_____ [16] Drainline Slope
_____ [17] Depth to Absorption Surface
_____ [18] Elevation _____ [ ] in. [ ] ft. [ ] Above [ ] Below Benchmark
_____ [19] Drainfield Location
_____ [20] Dosing Pumps Number of Pumps _____
_____ [21] Mineral Aggregate Size
_____ [22] Mineral Aggregate Excessive Fines
_____ [23] Mineral Aggregate Depth

Drainfield 2

_____ [11] [ ] Mineral Aggregate [ ] Alternative Drainfield Product _____
_____ [12] Area _____ sq.ft.
_____ [13] [ ] Header Pipe [ ] Distribution Box
_____ [14] Number of Drainlines _____ Number of Units _____
_____ [15] Drainline Separation [ ] Trench [ ] Bed
_____ [16] Drainline Slope
_____ [17] Depth to Absorption Surface
_____ [18] Elevation _____ [ ] in. [ ] ft. [ ] Above [ ] Below Benchmark
_____ [19] Drainfield Location
_____ [20] Dosing Pumps Number of Pumps _____
_____ [21] Mineral Aggregate Size
_____ [22] Mineral Aggregate Excessive Fines
_____ [23] Mineral Aggregate Depth

Fill / Excavation Material

_____ [24] Media Layer 1
_____ [25] Media Layer 2 Bottom of Media Layer 2 _____ in. [ ] Above [ ] Below Benchmark
_____ [26] Excavation Depth _____ in. Length_____ in. Width _____ in.
_____ [27] Fill / Replacement Material

Setbacks

_____ [28] Surface Water _____ ft.
_____ [29] Ditches _____ ft.
_____ [30] Private Wells _____ ft.
_____ [31] Public Wells > 2000 gpd _____ ft. ≤ 2000 gpd _____ ft.
_____ [32] Irrigation Wells _____ ft.
_____ [33] Potable Water Lines _____ ft. [ ] Sleeved [ ] Schedule 40 PVC
_____ [34] Building Foundation _____ ft.
_____ [35] Property Lines _____ ft.
_____ [36] Other _____ ft. Describe _____

Filled / Mound System

_____ [37] Drainfield Cover
_____ [38] Shoulders
_____ [39] Slopes
_____ [40] Stabilization material _____ [ ] Owner/Agent Responsible (Provide Written Agreement)

Additional Information

_____ [41] Unobstructed Area
_____ [42] Stormwater/Roof Runoff
_____ [43] Alarms
_____ [44] Supporting Documentation
_____ [45] Building Area
_____ [46] Compliance with Site Plan
_____ [47] Final Site Grading
_____ [48] Contractor _____

Abandonment / Soils Verification

_____ [49] Tank Pumped Date _____
_____ [50] Tank Crushed & Filled or Removed Date _____
_____ [51] Soil Verification (Documentation of Profile Required if Out of Compliance)

Section 4 – Explanation of Violations / Remarks

Provide an explanation for numbered inspection items marked out of compliance. Provide additional information and comments for any other numbered inspection item as needed.

Num.	Remarks

Section 5 – Construction Inspection Results

Department Inspection

Construction [ ] Approved [ ] Disapproved

Printed Name	Signature	Office	Date

Private Provider Inspection

Additional Inspection(s) [ ] will be / [ ] will not be required prior to final installation approval.

Construction [ ] Approved [ ] Disapproved

Under penalty of law, I hereby certify I personally inspected the installation of this onsite sewage treatment and disposal system and confirm the results indicated above. I also hereby certify there is no conflict of interest which prevents my independent professional judgment in performing this inspection. I give permission to the Department to add me to the Private Provider Inspector's registry and agree to be subject to an audit by the Department, pursuant to paragraph 381.0065(8)(e), F.S.

Qualification Type(s): [ ] Certified Environmental Health Professional [ ] Professional Engineer

[ ] Master Septic Tank Contractor [ ] Professional Engineer Staff

Printed Name	Signature	License No.	Date

Section 6 – Department Final Installation Review

Final installation approval not valid without Department signature.

[ ] All Supporting Documentation Received

Final installation [ ] Approved [ ] Disapproved

Disapproval Reason _____

Printed Name	Signature	Office	Date

Additional Construction Inspection Documentation

Provide additional documentation for the system inspection as needed. Instructions found on the following pages.

Explanation of Violations / Remarks (Continued):

Num.	Remarks

As-Built Installation Sketch

The as-built sketch does not need to be drawn to scale but must have dimensions of the system and include all parts of the system and include setbacks if different from approved site plan.

As-Built Sketch

Soil Profile, required if Item [52] is Out of Compliance

Site 1

_____ [ ] in./ [ ] ft.[ ] above [ ] below benchmark/reference point

Munsell No./Color	Texture	Depth 1	Depth 2	Inches

USDA Soil Series _____

Site 2

_____ [ ] in./ [ ] ft.[ ] above [ ] below benchmark/reference point

Munsell No./Color	Texture	Depth 1	Depth 2	Inches

USDA Soil Series _____

Observed water table: _____ inches [ ] above [ ] below existing grade.

Estimated wet season water table elevation: _____ inches [ ] above [ ] below existing grade.

Instructions for DEP 4016 Part 2 Construction Inspection and Application for Final Installation Approval

All information must be legible. Each inspection must be documented individually on a separate DEP 4016 Part 2.

Section 1 – Applicant Information

Item	Instructions
Applicant Name, Email and Phone	Applicant's full name, email address and telephone number.
Agent Name, Email and Phone	Agent's full name, email address and telephone number.

Section 2 – Property Information

Item	Instructions
Permit No. (if known)	Construction permit number assigned by Department.
Application No. (if known)	Construction application number assigned by Department.
Property Address, City, State and Zip Code	Property street number and street name, city, state and zip code.
Lot, Block, Subdivision, Unit	Lot, block, subdivision and unit for property (recorded or unrecorded subdivision).
Section, Township, Range, Parcel No.	Section, township, range and parcel/tax ID number for property. Parcel/tax ID is a 27-character number for property (property appraiser ID number).

Section 3 – Inspection Results

Inspector marks items for compliance with construction permit and statute or rule as in compliance (IN) / out of compliance (OUT) / unobserved (UN) / not applicable (NA).

In compliance: Item is in compliance with permit and regulations. Note as IN.
Out of compliance: Item is out of compliance with permit and regulations. Note as OUT.
Unobserved: Item cannot yet be observed/not yet installed. Note as UN and document reason in the Explanation of Violations / Remarks.
Not applicable: Item does not exist at this system. Note as NA and document reason in the Explanation of Violations / Remarks.

Tank Installation

Record the following information for all tanks. If more than two tanks, use additional sheets.

Num.	Inspection Item	Procedure and Instructions
[01]	**Tank Size**	Assess whether tank size or treatment capacity are compliant with permit. Record effective capacity in gallons for tanks. For a tank that contains the aeration or treatment media compartment for ATUs or PBTS, record hydraulic treatment capacity in gallons per day per NSF third party certifying program dataplate. Tank size must be confirmed by visual inspection of Department approval number and capacity for all tanks used in the system (e.g., treatment, dosing, laundry and grease traps). Tank size must conform to permit and rule requirements. Document from existing system evaluation if certified for reuse. Randomly (or if mismatch is suspected) verify approved tank dimensions (i.e., length, width and depth and liquid depth (below outlet)) to confirm capacity. [62-6.013]. A stadia rod or a 25-foot x 1-inch rigid and self-locking measuring tape.
[02]	**ATU or PBTS Make and Model**	If an ATU or PBTS is present, document the manufacturer, model and NSF certification from the dataplate provided by the NSF third party certifier. Record this information for the tank that contains the aeration or treatment media compartment.
[03]	**Tank Material**	Tank material must be visually assessed and recorded on the form (Conc=Concrete; FG=Fiberglass; Poly=polyethylene/polypropylene; Other). Assess whether tank is free from material defects. Document from existing system evaluation if certified for reuse.
[04]	**Inlet / Outlet Device**	Visually inspect installation of a solids deflection device. A vented outlet device with a solids deflection device is required for septic tanks, unless there is an outlet filter required and installed in the outlet device. Verify use of vented inlet device if required. [62-6.013(2)(d); 62-6.013(8)(b); 62-6.013(10)(c)] Must be visually confirmed and measured to verify its opening is not located less than 30% nor greater than 40% of the liquid depth and that it extends at least 4-inches above the liquid level. A stadia rod or a 25-foot x 1-inch rigid and self-locking measuring tape can be used. Document from existing system evaluation if certified for reuse.

Num.	Inspection Item	Procedure and Instructions
[05]	**Tank Multi-Chambered or Tanks in Series**	Assess whether chambered tanks or tanks in series have the correct capacities, tank configurations and proper baffle and baffle opening size and placement. [62-6.013(2)(a) and (e)]. Inspect for proper connections between tanks and use of compliant fittings. Openings for sewage flow in walls of multi-chambered tanks must be cleanly cut and measured for proper opening depths (30-40% of liquid level) and opening size (4-inch diameter or minimum 12.57 sq. inches of open area) or use inverted U-fitting or tee. A 25-foot x 1-inch rigid and self-locking measuring tape can be used. [62-6.013(2)(h)]. Visually determine whether compartment walls are in place per tank approval and rule. Document whether tank is multi-chambered and if it is in series. Document from existing system evaluation if certified for reuse.
[06]	**Tank Outlet Filter**	Record make and model of outlet filter (if present), which must be an approved filter *(check OSP program website for current product approvals).* Filter must be physically inspected (i.e., removed, visually checked for defects and replaced). Document from existing system evaluation if certified for reuse. [62-6.008(2)]
[07]	**Tank Legend (All Tanks)**	Record state approval number of all tanks used in the system and verify tank legend matches installed tank and current product approval listing on OSP program website. If more than two tanks, use additional sheets as needed. Verify legend lettering is on the inlet side, at least 2-inches tall and begins within 6-inches of the top of the tank wall. Document from existing system evaluation if certified for reuse. [62-6.013(2)(j)]

Num.	Inspection Item	Procedure and Instructions
[08]	**Tank Sealed / Watertight with No Visible Defects**	Inlets and outlets must be inspected for proper use and installation of inlet and outlet seals. Visually inspect for mastic sealant material between tank, tank lid, and risers. [62-6.013(1)(b)(3) and 62-6.013(2)(i)] Inspect whether pipes and electrical conduit exit through approved ports, outlets or risers. [62-6.013(9)(b)] Inspect penetrations of riser wall for water-tightness if riser opens directly to tank interior. [62-6.013(2)(k)] Water tightness inspection includes assessing whether the sewer and effluent pipes are not installed more than 7 degrees from perpendicular to tank wall. This equates to the pipe leaning no more than 1 inch over a distance of 8 inches in any direction. A water tightness test is required for tanks manufactured with water stops below the invert of the outlet and tanks with seams below the invert of the outlet [62-6.013(1)(b)3.] Visually observe all interior areas of tanks for compliance with 62-6.013, F.A.C. After the interior of the tank is inspected for defects, manhole covers must be sealed water-tight by the installer, using a compliant sealant. May be verified during reinspection of other items. Manhole covers for concrete tanks must be sealed with compliant expanding foam sealant or concrete. [62-6.013(2)(k)] For repair inspection of existing certified tanks, visually inspect tank inlet/outlet pipe installation if inlet/outlet device is modified or installed.
[09]	**Tank Level with Correct Inlet / Outlet Fall**	Elevation difference between the inlet and the outlet is assessed using a stadia rod or a 25-foot x 1-inch rigid and self-locking measuring tape to determine the height of the invert of inlet and outlet above the floor of the tank. Tank must be installed to maintain gravity flow from any building sewer that does not include a pump. Must comply with the approved tank design (check OSP program website for current product approvals). Assess whether the tank is installed level by measuring elevations along the interior bottom of the tank by inserting the stadia rod through the tank manholes and checking across the width and length of the tank. For tanks that have inaccessible interiors, the inspector should use the best available location to obtain level of tank. There cannot be more than ½ inch fall over entire length or width of tank and tanks cannot slope uphill at all from inlet to outlet end. [62-6.013(10)(b)]
[10]	**Depth of Tank Lid, Access Manhole or Risers**	Measure depth from lids to finished grade, access manholes or risers to ensure that access to the tank interior is no more than 8-inches below finished grade. Use a stadia rod or a 25-foot x 1-inch rigid and self-locking measuring tape. [62-6.013(2)(k)]. Verify tank category is appropriate for the depth to lid [62-6.013(3)(f)].

Drainfield Installation

Record the following information for all drainfields. If more than two drainfields, use additional sheets.

Num.	Inspection Item	Procedure and Instructions
[11]	**Drainfield Material**	Indicate whether the drainfield is mineral aggregate or an alternative drainfield product. For an alternative drainfield product, list the make and model.
[12]	**Drainfield Area**	For mineral aggregate systems, use a measuring tape to determine the length and width of the drainfield bed or trenches and determine the square footage installed, including the area of the header pipe. For alternative drainfield products, use the product comparability rating to determine square footage expressed as mineral aggregate (comparability ratings for alternative drainfield products are listed on the OSP program website). Record the amount, and determine compliance with minimum permitted specifications, rule requirements and product comparability ratings. [Tables I & III for new systems and modifications, 62-6.015(6)(b)-(c) for repairs]
[13]	**Header Pipe / Distribution Box**	Document whether header or distribution box is installed. Header pipes or distribution boxes (D-box) must be inspected for levelness and equal distribution with individual connections from header or distribution box to each drainline. For mineral aggregate system, header pipes must be encased in the mineral aggregate. Drainfield must be 18-inches from tank. Drainline connections to header pipes must be soil tight in gravity systems and watertight in dosed or pumped systems. Header must be supported by soil if not part of mineral aggregate system and it must be 18-inches from tank. Assess whether an approved configuration is utilized [62-6.014(1)-(2)].
[14]	**Number of Drainlines / Drainfield Distribution Units**	Record the number of drainlines installed and compare with permit specifications. For mineral aggregate drainfields, record the length of each individual drainline in the remarks or indicate on the as-built drawing. For alternative drainfield products, record the total number of units. Except for repair installations, the length of any two drainlines may not vary by more than 10 feet.
[15]	**Drainline Separation**	Drainline separation must be measured and assessed for rule compliance. For trenches ≤12-inches wide, there must be a minimum separation distance of 12-inches. Trenches of >12-inches wide require a 24-inch separation. In beds, the distance between the centers of distribution lines must not exceed 36 inches and must be at least 6 inches from sidewall of bed. [62-6.014(5)(b)] Indicate whether a trench or bed configuration is used. For multiple drainfields with different drainline separations, document in the remarks.
[16]	**Slope of Drainlines**	Using a laser or surveyor's level and stadia rod, determine whether any drainline is installed with a slope exceeding 1-inch of fall within any 10 feet of drainline. For alternative drainfield products, check the product's Florida-specific installation guide to determine whether any slope is allowed. [62-6.014(5)(h)]

Num.	Inspection Item	Procedure and Instructions
[17]	**Depth to Absorption Surface**	Using a laser or surveyor's level and stadia rod, measure the maximum distance from the projected finished grade around the perimeter of the drainfield to the bottom of the drainfield. Bottom of absorption surface cannot exceed requirements (the least of 62-6.014(5)(f), 62-6.009(5)(a)17., 62-6.009(3)(g) or specific permit requirements). For subsurface systems, where the bottom of drainfield depth exceeds 28 inches from the surrounding grade, a reinspection will need to confirm the depth. For subsurface systems, where the drainfield material comes within 3 inches of surrounding grade, a reinspection will need to confirm the cover.
[18]	**Bottom of Drainfield Elevation - Above or Below Benchmark**	Using a laser or surveyor's level and stadia rod, at the lowest point of the drainfield, determine the elevation of the bottom of the drainfield relative to the benchmark and compare to permit specifications for compliance. Record the measurement in inches or feet.
[19]	**Drainfield Location**	Compare the drainfield location to the approved site plan. Determine whether it was installed in the permitted location and whether the soil borings are within the beginning and end of the drainfield area. An as-built sketch is required.
[20]	**Dosing Pumps**	Visually examine the dosing pump(s). Record the number of pumps; verify that all pumps are certified by the manufacturer for sewage effluent disposal and meet all criteria if specified by the design engineer or master septic tank contractor. [62-6.013(9)] Determine whether the pump floats are set for the correct dose volume. For low-pressure dosing systems pump float levels must be set in accordance with the specifications of the design engineer or master septic tank contractor. [62-6.014(3)-(4)] If a pump chamber insert is utilized, determine whether pump float levels are set to not exceed 25% of the daily sewage flow and no higher than within 1 inch of the inlet invert. [62-6.013(9)(d)4.]
[21]	**Mineral Aggregate - Size**	Mineral aggregate must be visually examined for compliance with gradation requirements. If visual examination indicates gradation non-compliance, a copy of the freight bill-of-lading for the mineral aggregate used must be requested from the contractor and the mineral aggregate must be replaced. If the contractor/applicant disputes the determination, the mineral aggregate must be sampled and analyzed for compliance with gradation requirements. [62-6.014(5)(c)]

Num.	Inspection Item	Procedure and Instructions
[22]	**Mineral Aggregate - Excessive Fines**	Mineral aggregate must be visually examined for excessive fines and the presence of non-mineral aggregate or extraneous material. Mineral aggregate must not contain excessive fines (by weight, no more than 3.75% passing through number 200 sieve). Examine a minimum of two locations: one at the beginning and one at the end of the drainfield system. If the drainfield system is in a trench configuration, examine two locations for each trench. If visual examination reveals excessive fines, the mineral aggregate must be replaced. If the contractor/applicant disputes the determination, the mineral aggregate must be sampled and analyzed for compliance with gradation requirements. [62-6.014(5)(c)]
[23]	**Mineral Aggregate - Depth**	When inspecting a drainfield bed, the drainfield area must be examined in equally sized sections of up to 100 square feet, and mineral aggregate depth must be checked in each section. When inspecting a drainfield trench, the area of the trenches must be examined in sections of up to 100 square feet. Drain trench and mineral aggregate depth must be checked in each section, and each trench shall be probed at least at two locations. Measure with a steel probe marked with a 12-inch interval. [62-6.014(5)(c)-(d)]

Fill / Excavation Material

Num.	Inspection Item	Procedure and Instructions
[24]	**Media Layer 1 (INRB)**	If using an inground nitrogen-reducing biofilter (INRB), for Media Layer 1, verify the texture and color of the soil meets rule requirements. [62-6.009(7)(b)10.] Measure the elevation of the top of Media Layer 1 relative to the benchmark. The vertical thickness of Media Layer 1 must be ≥18 inches. Media Layer 1 must extend beyond the drainfield ≥12 inches and must be 4-6 inches above the portion of Media Layer 2 that extends vertically up Media Layer 1 (the Media Layer 2 “collar”). [62-6.009(7)(b)1.-2; Figure 1]

Num.	Inspection Item	Procedure and Instructions
[25]	**Media Layer 2 (INRB)**	If INRB, for Media Layer 2, measure the elevation of the top and bottom of Media Layer 2 in at least 3 locations and verify that the lowest location is ≥6 inches above the wet season water table. Media Layer 2 must be ≥12 inches thick and extend ≥24 inches beyond the perimeter of the proposed drainfield. Record the elevation of the bottom of Media Layer 2 in inches relative to the benchmark. Measure the elevation of the top of the Media Layer 2 "collar" to verify it extends ≥12 inches vertically above top of Media Layer 2. [62-6.009(7)(b)2.-3.; Figure 1] Verify the aggregate and the lignocellulose materials meet composition, texture, color and mixture rule requirements. [62-6.009(7)(b)8.; 62-6.009(7)(b)11.] Confirm that setbacks from Media Layer 2 meet the allowed tolerances. [62-6.009(7)(b)14.] Upon completion of the installation of Media Layer 2, a person installing or constructing the system must notify the Department or a PPI that Media Layer 2 has been installed and must have that portion of the system inspected by the Department or a PPI. [62-6.009(7)(3).]
[26]	**Excavation Depth, Length and Width**	Conduct an auger boring to inspect replacement depth to permit specifications. Excavation depth must be assessed at a minimum of four locations, using a soil auger. Must have at least a 54-inch effective soil depth and complete removal of moderately or severely limited soil conforming to rule 62-6.008, Table III, footnote 3. For rapidly percolating soil, use a minimum of 42 inches of effective soil depth and 12 inches contiguous to the drainfield sidewall absorption surfaces. A separate inspection is required prior to back-fill for excavations deeper than 66 inches. [62-6.008, Table III, footnote, 4] Using measuring tape, measure and record the excavation area. For trenches, must be 2 feet wider and longer than each trench. For beds, the entire area must be 2 feet wider and longer than the bed. [62-6.008, Table III, footnote 3] If INRB, document length and width of the area within the collar of Media Layer 1.

Num.	Inspection Item	Procedure and Instructions
[27]	**Fill / Replacement Material**	Using an auger and the USDA NRCS field methodology for texturing soils, verify removal of O horizon, and examine the texture of the fill/replacement material. Determine compliance with system sizing criteria. Must have no extraneous material. Fill/replacement material used to construct the system must be examined in a minimum of four locations, including under the drainfield. For drainfields larger than 500 square feet, for every 250 square feet above 500 an additional auger boring shall be examined. If texturing reveals non-compliant fill material, the fill material must be replaced. If the contractor/applicant disputes the determination, the fill material must be sampled and analyzed by a lab to determine the USDA NRCS soil textural class and fine earth fraction for compliance. Mechanically crushed and sieved rock material is prohibited in fill material. If you suspect the presence of such material, request contractor to identify the fill material source. [62-6.009(3)(i)]

Setbacks

All setback measurements are to be made with an at least 100 foot long tape measure, 25-foot x 1-inch rigid and self-locking measuring tape or other Department-approved device. Setback measurements must be from closest point of system and unobstructed area, as applicable, to the feature. Evaluator must record the actual distance measured, recorded in feet or with "NA" for non-applicable features. Features on the approved site plan or within 75 feet of the applicant lot (or parcel drawn when property ≥5 acres), and within 100 feet of the system, must be measured. The location of any public drinking well within 200 feet of the system must also be measured.

Num.	Inspection Item	Procedure and Instructions
[28]	**System Setback to Surface Water**	If the Mean Annual Flood Line or the Mean High Water Line occurs within 100 feet of the system, the setback must be measured from the appropriate delineation line to the unobstructed area or system, whichever is closer. Private provider inspectors cannot determine these boundaries and must rely on the approved site plan for inspection. [62-6.005(3)]
[29] – [36] Except Item [31] Public Wells	**System Setback to Ditches, Private Wells, Irrigation Wells, Potable Water Lines, Building Foundations, Property Lines, Other**	All appropriate setbacks within 100 feet of the system and unobstructed area must be measured and actual setbacks recorded in feet. If the potable water line is within 10 feet of the system, document whether the water line is sleeved and sealed or Schedule 40 PVC or stronger.
[31]	**System Setback to Public Wells**	All appropriate setbacks within 200 feet of the system must be measured. Record actual setbacks in feet for all public drinking water wells > 2,000 gpd and all public drinking water wells ≤ 2,000 gpd.

Filled / Mound System

Num.	Inspection Item	Procedure and Instructions
[37]	**Mound / Fill - Drainfield Cover**	Fill must be assessed using an auger and USDA NRCS methodology. Fill must be free of extraneous material and must be the same texture used for system sizing. Measure amount of soil cap with a probe and stadia rod or a 25-foot x 1-inch rigid and self-locking measuring tape. A minimum 6-inch soil cap of slightly or moderately limited fill is required. Verify grading will shed stormwater from top of mound to prevent ponding. [62-6.009(3)(g)]
[38]	**Mound / Fill - Shoulders**	Measure shoulder distance from outermost edge of the drainfield product, which has a minimum of 6 inches of cover, to the outermost extent or point with a minimum of 6 inches of cover above the elevation of the top of the drainfield product (beginning of slope). A minimum 4-foot shoulder distance is required. No landscaping features, trees or boulders (obstructions) may be placed in the shoulder area. Use auger to verify removal of O horizon and assess fill material using USDA NRCS methodology. Texture must be the same as used for drainfield sizing. [62-6.009(3)(c),(f)]
[39]	**Mound / Fill - Slopes**	Measure mound slopes from outermost edge of shoulders to toe of mound slope. Must conform to permit and rule requirements. May utilize slightly limited or moderately limited fill. Use auger to verify removal of O horizon and assess fill material using USDA NRCS methodology. [62-6.009(3)(f)]
[40]	**Mound / Fill - Stabilization**	Mound must be visually inspected for type, quality and quantity of stabilization material. Verify shoulder and slope have not eroded since prior inspection. Record the stabilization material. Contractor must provide copy of written agreement with owner if the system owner/authorized agent is responsible for stabilization. Owner/agent must be notified via a copy of the approved construction inspection report documenting compliance for items 38-40. [62-6.009(3)(f),(h)]

Additional Information

Num.	Inspection Item	Procedure and Instructions
[41]	**Unobstructed Area**	Verify that measured unobstructed area complies with approved site plan. Unobstructed area is 1.5 times as large as the absorption area required by rule. Verify that all unobstructed area meets setbacks. [62-6.005(4)]
[42]	**Stormwater/Roof Runoff**	The site of the installation and additional unobstructed area must be visually examined to ensure it is not subject to saturation from sources such as artificial drainage of ground surface, driveways, roads, roof drains/downspouts or placed within 5 feet of roof drip lines without gutters. [62-6.006(5)]

Num.	Inspection Item	Procedure and Instructions
[43]	**Alarms**	Assess whether the audio and visual alarm have been installed in a conspicuous location. Confirm alarm associated with the system is functioning by raising the alarm float switch above the activation level and checking for both visual and audible response. [62-6.013(9)(d)2] When a pump chamber insert is used, visually examine the alarm float to ensure it is set to activate when the liquid level of the tank will exceed the invert of the inlet. [62-6.013(9)(d)4.b.]
[44]	**Supporting Documentation**	For systems requiring an operating permit (Commercial, Industrial/Manufacturing, ATU or PBTS) a permit application, fee and if applicable, the signed and dated maintenance agreement between the property owner and an approved Maintenance Entity must be received prior to final system approval. [62-6.012(2)(m) and 62-6.027(6)(d)] Other required documentation must be submitted (property notice for PBTS, INRB, engineer's certification, engineer's as-built drawing).
[45]	**Building Area**	Inspect the interior and exterior of the structure to verify it conforms to the approved floor plan(s) submitted and to ensure that it complies with permit specifications.
[46]	**System Location Conforms with Site Plan**	Compare the location of the system and other pertinent features to the approved site plan to determine whether the system is installed as indicated on the site plan and in a location that does not violate any rule requirements. An as-built sketch by the inspector is required, depicting system location, dimensions and setbacks. Use this form, mark up approved site plan or use separate sheet. Note whether the system installed differs from what was depicted on the approved site plan. Examples: system is installed outside of proposed location, well location moved, structure location moved, etc. An allowable change is installation as appropriately sized bed when permitted as a trench in the same area.
[47]	**Final Site Grading**	After final site grading, visually examine the system installation area and measure cover over drainlines. Minimum cover is 6 inches. Bottom of absorption surface cannot exceed requirements (the least of 62-6.014(5)(f), 62-6.009(3)(g), 62-6.009(5)(a)17. or specific permit requirements).
[48]	**Contractor**	Record name of installing contractor/contracting service and confirm proper licensing as a Septic Tank or Plumbing Contractor under F.S. 489.

Abandonment / Soils Verification

Num.	Inspection Item	Procedure and Instructions
[49]	**Abandonment - Tank Pumped**	Examine tank pump-out receipt and area of abandonment to ensure there is no sanitary nuisance present. Record the date the tank was pumped-out prior to abandonment. [62-6.011]
[50]	**Abandonment - Tank Crushed or Collapsed and Filled**	Assess the amount of clean/suitable backfill material present and determine whether the abandoned tank/tank area has been filled and completely covered. Visually examine and probe to verify the tank has been removed, crushed, collapsed or filled. Record the date the tank abandonment was verified. [62-6.011]
[51]	**Soil Verification**	Soil profile conforms with site evaluation (soil texture, Munsell colors, redoximorphic features, water table elevations and depth of satisfactory soils). When a site evaluation was performed by non-departmental personnel (if construction inspection is performed by Department) or by a site evaluator different from the private provider inspector (if construction inspection is performed by a private provider inspector) using the USDA NRCS soil evaluation methodology, a minimum of one confirmation soil boring is to be done to verify the soil conditions. If the inspector finds the original site evaluation is invalid, the inspection must be disapproved, and the inspector's soil profile documented. The Department must be notified and the permit may be amended or denied.

Section 4 – Explanation of Violations / Remarks

Provide an explanation for numbered inspection items marked out of compliance. Provide additional information and comments for any other numbered inspection item as needed.

Section 5 – Construction Inspection Results

Item	Instructions
Department Inspection: Construction Approval	Must record approved or, if any items found noncompliant, disapproved. Must be signed and dated by a certified employee of the Department.
Private Provider Inspection: Construction Approval	Indicate whether additional inspections or corrections will or will not be required. Indicate whether the construction inspection is approved or, if any items found noncompliant, disapproved. Prior to submitting for final installation approval all items must be marked in compliance (IN) or not applicable (NA). All application documents requiring amendment or supporting documents requiring inspection by the Department must be complete and submitted prior to the Department granting final installation approval. Provide acknowledgment of the certification statements, include the professional license/certification number information, and indicate the qualification type of the private provider inspector performing the inspection pursuant to paragraph 381.0065(8)(c), F.S. Must be signed and dated by an authorized private provider inspector.

Section 6 – Department Final Installation Review

Final installation approval will not be granted until the Department has confirmed that all requirements of Chapter 62-6, F.A.C., are met, including that building construction and lot grading are in compliance with plans and specifications submitted with the permit application.

Indicate if all required supporting documentation is submitted.

Indicate whether the final installation is approved or disapproved. Even when a system has received construction approval, if the system is not ready to receive final installation approval (e.g., pending well installation), the final installation disposition must be recorded as disapproved. Provide a reason for disapproval.

Indicate Department personnel reviewing, approving and signing the permit and their office.