

TOWN OF OCEAN RIDGE

6450 North Ocean Boulevard, Ocean Ridge, Florida 33435 (561) 732-2635 Main ♦ (561) 737-8359 Fax oceanridgeflorida.com ♦ permit@oceanridgeflorida.com

Septic Permit Checklist

The following guideline shall be followed when submitting for a septic permit:

____One (1) Building Permit Application signed and notarized by both the property owner and the qualifier of the company permitting the work.

____One (1) copy of the signed Construction Site Management Handbook.

_____Two (2) copies of the contract or proposal detailing the work proposed.

_____Payment for Building Permit Fee due upon submittal of permit. (cash or check only)

Two (2) copies of the recorded Notice of Commencement (if value of the work is 2500+).

_____Two (2) copies of the Health Dept. approved application approved stamped plans.

Two (2) copies of the Swale Agreement signed by both the property owner and the qualifier of the company permitting the work.

_____Three (3) sets of the existing survey showing the location of the septic and drainfield.



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Acknowledgement of Swale Detail

This form acknowledges receipt of the Swale Detail which I must abide by in performing the work described in the below stated permit number.

Permit Number

Date

Property Owner's Signature

Property Owner's Printed Name

Date

Qualifier/Contractor's Signature

Qualifier/Contractor's Printed Name

