



COMMONWEALTH of VIRGINIA
DEPARTMENT OF HEALTH

Piedmont Health District
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SERVING THE COUNTIES OF:
AMELIA
BUCKINGHAM
CHARLOTTE
CUMBERLAND
LUNENBERG
NOTTOWAY
PRINCE EDWARD

Piedmont Health District
Requirements for Subdivision Review

The Sewage Handling and Disposal Regulations (SHDR) provides guidance when review of subdivision plats is required by local ordinances. All requests for subdivision review must include the following:

- An application, letter, or email from the authorized agent of the local government to the Health Department reviewing agent requesting review of the proposed subdivision and a statement certifying that the subdivision package has been determined to be complete (Application form provided on page 2 of attachment).
- Owner application for subdivision review (Page 1 of attached application)
- Site and soil evaluation reports by a OSE/PE for each proposed lot.
- Proposed well site locations and well class when private wells are proposed.
- A preliminary subdivision plat. The plat must include all the information required by local ordinances and the following: locations of proposed onsite sewage systems and reserve areas (if applicable), all proposed and existing streets, utilities, storm drainage, water supplies, easements, and lot lines for each proposed lot, and original topographic contour lines by detail survey. The plat should be prepared according to suggested scales contained in Appendix L of the SHDR, 12VAC5-610-1170:7. (See Attached 12VAC5-610-1170:7, Appendix L).

If possible, in addition to a paper copy, please provide a PDF file of the preliminary plat for our electronic records.

- A statement on the OSE certification statement (cover page) certifying that the site and soil conditions and designs substantially comply with applicable regulations.
- A signed statement from the owner of record giving VDH permission to enter the property for the purposes of reviewing the site and soil conditions both prior to the review and approval and afterward (if necessary) for quality control purposes and to protect public health and the environment.

After the Health Department has approved the sewage disposal system and well proposals presented by the OSE, PE, or OSE/PE soil/site evaluation reports and the preliminary plat, the Health Department will conduct a review of the final plat for recordation. A final plat requiring Health Department signature must include the disclosure statement attached (GMP 2017-04, Appendix 8). Sewage system sites, well sites, and contour lines are not required on the final plat for signature.

Virginia Administrative Code
Title 12. Health
Agency 5. Department of Health
Chapter 610. Sewage Handling and Disposal Regulations

Part V. Design and Construction Criteria

Article 11. Nonpublic Drinking Water Supply Systems Utilized in Conjunction with Onsite Sewage Disposal Systems

12VAC5-610-1170:7. APPENDIX L. Suggested Scale and Contour Interval for Subdivision Plats.

APPENDIX L.

Suggested Scale and Contour Interval for Subdivision Plats

Lot Size (Acre)	Scale	Slope(%)	Contour Interval
0.5	1" = 20'	0-2	2
		6-10	5
		11-25	5
		26-50	10
0.5 - 3	1" = 50'	0-5	2
		6-10	5
		11-25	10
		26-50	20
3	1" = 100'	0-5	2
		6-10	5
		11-25	10
		26-50	20

Statutory Authority

Historical Notes

Appendix 8

Subdivision Approval Statement to Be Shown on Plats

If local subdivision ordinances require VDH personnel to sign a record plat, in addition to sending the Subdivision Approval letter, the following statement must be printed on the plat:

This subdivision is approved for individual onsite sewage systems in accordance with the provisions of the Code of Virginia, the Sewage Handling and Disposal Regulations (12VAC5-610-20-et. seq., the Regulations), and [cite local ordinance].

This subdivision was submitted to the _____ Health Department for review pursuant to §32.1-163.5 of the Code of Virginia which requires the Virginia Department of Health to accept private soil evaluations and designs from a licensed Onsite Soil Evaluator (OSE) or a Professional Engineer working in consultation with an OSE for residential development. The Virginia Department of Health is not required to perform a field check on such evaluations. This subdivision was certified as being in compliance with the Board of Health's regulations by: [OSE/PE name, license #, phone #]. This subdivision approval is issued in reliance upon that certification.

Pursuant to §360 of the Regulations this approval is not an assurance that Sewage Disposal System Construction Permits will be issued for any lot in the subdivision unless that lot is specifically identified as having an approved site for an onsite sewage disposal system, and unless all conditions and circumstances are present at the time of application for a permit as are present at the time of this approval. This subdivision may contain lots that do not have approved sites for onsite sewage systems.

Note: If the approved sewage system sites are not shown on the record plat, they must be shown on a separate plat on file in the local health department. The plat showing the sewage system sites must be reconciled with the record plat. In this case the following sentence should be added to the approval letter:

The approved onsite sewage system sites are not shown on the above referenced plat. Those sites are shown on a separate plat on file in the _____ Health Department.

Commonwealth of Virginia

Application for Subdivision Review

(page 1 of 2 to be filled out by the Owner or Agent)

VDH Use Only

Health Department ID# _____

Due Date _____

Owner _____

Mailing Address _____

Developer/Agent _____

Mailing Address _____

AOSE _____

Mailing Address _____

Phone _____

Phone _____

Fax _____

Phone _____

Phone _____

Fax _____

Phone _____

Phone _____

Fax _____

Directions to Property: _____

Name of Proposed Subdivision _____

Tax Map _____ Other Property Identification _____ Dimension/Acreage of Property _____

Number of lots proposed _____ Proposed water source (note: new or existing, public or individual) _____

General size of lots _____ (give range if appropriate)

Additional description of subdivision _____

Overview of soils and geology (optional but encouraged) _____

In order for VDH to process a subdivision application you **must** attach a plat of the property showing the location of the proposed onsite sewage disposal systems and the reserve absorption areas (if required) and the location of the water supply system on each lot, if applicable. Each plat or subsection of a subdivision plat shall be accompanied by specific soil information for each lot (absorption area and reserve area). If not provided by the local subdivision ordinance, the district or local health department may require the plat to show streets, utilities, storm drainage, water supplies, easements, lot lines and original topographic contour lines by detail survey or other information as required.

When the OSE site evaluations are reviewed, the property lines, building location and the proposed well and sewage system sites **must** be clearly marked and the property sufficiently visible to see the topography, otherwise this application will be denied.

I give permission to the Virginia Department of Health (VDH) to enter onto the property described during normal business hours for the purpose of processing this application and to perform quality assurance checks of evaluations and designs certified by an Onsite Soil Evaluator (OSE) or a Professional Engineer (PE) as necessary until the sewage disposal system has been constructed and approved.

Signature of Owner/Agent

Date

Application for Subdivision Review

VDH Use Only	
Health Department ID#	_____
Due Date	_____

Revised 9/25/2014