



City of Bismarck  
Community Development Department  
Building Inspections Division  
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## PRIVATE SEWAGE DISPOSAL SYSTEM

Last Revised 6/17/2021

This document outlines the requirements for design of private sewage disposal systems located within the [City of Bismarck and Bismarck Extra Territorial Area \(ETA\)](#). Permit applications can be submitted to the Building Inspections Division located at 221 N 5<sup>th</sup> St, Bismarck, ND 58506 or online via the City of Bismarck's digital land records management system, eTRAKiT. To log in, go to <http://etrakit.bismarcknd.gov/etrakit3/>.

Contractors must be set up with a username and password prior to applying for permits online. Requests for a username and password can be submitted to the Building Inspections Division by call 701-355-1465 or by sending an email to [buildinginspections@bismarcknd.gov](mailto:buildinginspections@bismarcknd.gov). Once online access is provided, permits can be applied for online by signing into eTRAKiT, selecting 'apply for a new permit,' and following the application steps.

### **System Design**

All systems shall be evaluated and designed in accordance with the North Dakota Sewer and Water Service Code, Chapter 62-03-.1-03 governing Private Sewage Disposal Systems. All bedrooms including proposed bedrooms must be considered in the evaluation process when determining the size of the sewage treatment system for a single family residence. If a room has an egress window show on the plan, it must be considered a bedroom.

#### **Option 1**

- Secure the services of a Soils Classifier or Certified Soils Testing Agency to evaluate soil characteristics in the proposed location of the private sewage disposal system
- Upon completion of the soil testing, a determination on the size of the sewage treatment system shall be made by a design professional qualified to make that determination. A report from the Soils Classifier or Certified Soils Testing Agency shall be provided to the Building Inspections Division. The report shall detail the following:
  - The result of the soils test
  - The size of the septic tank required
  - The size and type of the treatment system
  - The design criteria of the treatment system

#### **Option 2**

- Limited testing must be conducted by a Soils Classifier or Certified Soil Testing Agency to determine if mottled soil or water exists within two feet of the bottom of the treatment system. 350 square feet of absorption trench must be provided per bedroom in a single family residence.
- A report shall be provided to the Building Inspections Division from the Soils Classifier or Certified Soils Testing Agency. The report shall detail:
  - The result of the soils test
  - The size of the septic tank required

### **Inspection:**

An inspection must be completed prior to closure or cover-up of the septic tank and treatment area. Inspections can be scheduled by contacting the Building Inspections Division at 701-355-1465, Monday-Friday, between 8:00am and 5:00pm.