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Environmental Health
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Sewage Disposal

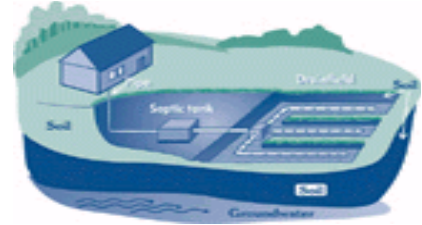
Beginning 3/22/22 all new/replacement sewage disposal systems must be designed by a qualified consultant

APPLICATION INSTRUCTIONS

Complete application in its entirety.

Incomplete applications and plot plans may be rejected.

- **Submit an 11 x 17" scaled plot plan* locating all existing wells, bodies of water, ACWA ditch, etc. within 100 feet of property; also include locations of any existing or proposed structures, driveways, grading, well easements, etc. on property. Indicate desired location of disposal system.**
- **Indicate North and any slopes.**
- **Prior to the profile appt. stake lot corners, locate wells, mine shafts, easements, proposed building sites, etc.**



* An 11x17" sheet with parcel indicated is available upon request.

APPLICATION/PERMIT/INSTALLATION PROCESS

No on-site sewage systems shall be constructed except in accordance with the permit issued by the Environmental Health Department (Dept). Application for the sewage disposal permit shall be made by the current property owner or his/her authorized representative. Authorized representatives may be appropriately licensed contractors, qualified disposal system design consultants or licensed realtors employed by the owner, or persons delegated power of attorney by the property owner.

Sewage Disposal Permits are valid for one year from the issuance date. Permits expire and permit fees are forfeited if not renewed by the annual expiration date. Upon payment of appropriate fees, the permit may be renewed for another year provided the conditions remain unchanged.

PERMIT COMPLIANCE

It is the responsibility of the permittee/property owner to ensure that all construction substantially complies with the terms and conditions of the permit. In the event that unsuitable conditions, including but not limited to excessive or consolidated rock, hardpan, water or questionable material is encountered during excavation: **STOP WORK IMMEDIATELY** and contact the Dept.. Any alterations must be approved by the Dept. and the disposal system designer, if any.

Prior to final approval, an accurate as built drawing must be submitted to the Dept. by the permittee for any on-site system which differs from the permit issued.

Use or occupation of any residence, place of business, or other building or place where persons reside, congregate or are employed is unlawful without a valid sewage disposal permit approved, issued and finalized by the Dept.

INSPECTIONS

No work done under any sewage permit shall be covered, concealed, or put into use before it has been inspected and approved by the Dept. It is the responsibility of the permittee to assure that all construction is performed on property owned or controlled by the permittee and that said construction does not conflict with any easement, right of way, setback or other entitlements or limitations affecting the property.

Any additional fees for reinspection, investigation or other costs associated with complying with the conditions of the permit are the responsibility of the permittee and must be paid prior to final approval of the permit.

SEWER LINES

Building sewers shall be equal to or greater than the diameter of the building drain they serve. Unless approval to the contrary is granted by the permitting agent, building sewers shall be installed with a minimum grade of 2%, draining toward the septic tank and shall be placed on native soil or adequately compacted fill. Building or effluent sewers crossing any driveway or other area subject to vehicular traffic must be constructed of schedule 40 or better materials with cement welded joints, properly bedded in sand or other approved bedding and provided a minimum of 24 inches compacted soil backfill. If this is not feasible, the pipeline must be protected with an iron pipe sleeve or other method by the issuing agent and designer, if any.

DISPOSAL TRENCHES

All disposal trenches must be installed level and on contour. Conventional on-site sewage system drain pipe is to be 4 inch diameter, installed level, holes down, with a minimum of 2 inches of aggregate over the drain pipe. Leaching chambers or other approved equivalent may be substituted for aggregate and pipe if so stated on the face of the permit or if approved in writing by the issuing agent. A 4 inch diameter inspection port is to be placed at the distal end of each leachline. The portion of the inspection port which is within the aggregate or approved equivalent shall be perforated; the remainder shall be solid pipe. The inspection ports shall extend at least 6 inches above grade and shall be fitted with tight fitting removable caps. The end of each leachline must be capped.

SETBACKS

Septic tanks and leach fields must be located at least 100 feet away from any well or spring. Septic tanks must be located at least 50 feet from any waterway. Leachfields must be located at least 100 feet from any perennial stream, pond, lake or reservoir; at least 50 feet away from any well unless constructed of materials and methods acceptable for indoor drain, waste and vent piping, in which case at least 25 feet of separation must be maintained. Erosion control All components of the on-site sewage system shall be provided with at least 12 inches of soil cover. Typical erosion control measures include seeding all disturbed areas with a mixture containing 50% rye and 50% blando brome at a rate of 40 lbs. per acre unless otherwise specified by a qualified consultant. Spread straw to sufficiently cover disturbed area. Jute netting or similar products are encouraged on steeper slopes where straw mulch alone may not stay in place.

Conventional: Inspections required for the construction of a conventional on-site sewage system shall include:

Open Trench - All materials are to be present on site. All excavation must be complete and disposal trenches are to be ready to accept aggregate or the approved equivalent. The septic tank and pump tank, if any, are to be set on proper bedding in the excavations and solid piping plumbed and sealed to tanks. All sanitary tees are to be in place.

Final - All materials are to be installed as per the approved permit for the final inspection. Representative sections of disposal trench must remain uncovered to verify placement of materials. Erosion control materials must be in place to protect all disturbed areas.

For conventional systems designed by a qualified professional, a letter of final certification from the designer, including as built information for any significant deviation from the permitted design, must be submitted to the Dept. prior to final approval.

Repeat inspections, if required, are at the expense of the permittee at the current hourly rate, including drive time to the job site. If requested, a preconstruction inspection of the system layout, or an inspection of an extended building sewer run will be performed at no additional cost to the permittee. These are not required inspections.

Engineered: Inspections required for engineered on-site sewage systems shall be as stated on the inspection schedule attached to the permit. It is the responsibility of the permittee to contact the designer of any engineered on-site sewage system to schedule construction inspections by their firm. A letter of final certification from the designer of the engineered system, including as built information for any significant deviation from the permitted design, must be submitted to the Dept. prior to final approval.