

ARTICLE V. THE SEWAGE DISPOSAL PERMIT PROCESS
IN SOLANO COUNTY

Sec. 6.4-50. Applications

Application for an on-site sewage disposal system construction permit shall be made to the Environmental Health Services Division on forms approved by the Division. Each installation, repair, replacement, expansion, modification, or destruction in part, or in whole, of an on-site sewage disposal system shall require a separate construction permit. Permits are non-transferable. No amendments to an issued permit or approved plans shall be made without prior written approval of the Environmental Health Services Division. Approved amendments shall be deemed part of the original permit or approved plans.

(Ord. No. 1609, §18)

Sec. 6.4-51. Construction permit: general provisions

The Environmental Health Services Division shall approve, conditionally approve, or deny the application, and issue or withhold the construction permit accordingly, on the basis of compliance with the Solano County Code and these standards and policies promulgated there under. Except as provided for in section 6.4-53:

- (a) It is illegal to install, repair, replace, expand, modify, or destroy any part of an on-site sewage disposal system without first obtaining an approved construction permit from the Environmental Health Services Division.
- (b) No contractor, property owner, or person shall violate or fail to comply with any construction permit condition imposed pursuant to these standards.
- (c) Only on-site sewage disposal system work specifically authorized by the construction permit may be performed. A copy of the approved permit and plans shall be kept at the job site while the work is in progress.

(Ord. No. 1609, §18; Ord. No. 1655; §6)

Sec. 6.4-52. Length of validity and renewal of the construction permit

A construction permit issued pursuant to this Chapter shall be valid for one year from the date of issuance. Prior to expiration, permits that have not been issued final construction approval may be renewed by the Environmental Health Services Division upon payment of the required fee and satisfaction of required conditions. The work authorized by the permit must meet all the provisions of these standards, or latest revision thereof, in order for the permit to be renewed.

(Ord. No. 1609, §18)

Sec. 6.4-53. Exceptions

(a) A permit is not required to clear stoppages in pipes, provided the on-site sewage disposal system is undisturbed.

(b) A permit is not required for cleaning of each individual septic tank, dosing tank, interceptor, holding tank, or other sewage receptacle that is pumped or cleaned by a sewage disposal service having a valid permit to conduct such activities from the Environmental Health Services Division.

(c) A permit is not required for the property owner or his/her contractor or consultant to expose portions of the on-site sewage disposal system for purpose of evaluating its performance or operation, provided that the on-site sewage disposal system is not damaged, altered, modified, or repaired as part of the evaluation.

(d) A permit is not required to add or replace the following components to an on-site sewage disposal system provided the property owner or contractor notified the department in writing that the modification was made:

(1) Risers and or lids to a septic tank if the septic tank is not located in an area that is subject to vehicular traffic;

(2) Effluent filters;

(3) Sanitary fees;

(4) Distribution boxes.

Nothing in this section shall provide an exemption from the material, structural and installation requirements of this Chapter.

(Ord. No. 1609, §18; Ord. No. 1655, §7)

Sec. 6.4-54. Permit application process

(a) Applications for new on-site sewage disposal systems, and for expansions or additions to existing systems to accommodate additional development or new uses, shall comply with the following:

(1) The applicant shall develop an accurate plot plan containing the details set forth in Section 6.4-40.

(2) The applicant must complete and submit a Solano County sewage disposal system permit application with two copies of the plot plan, a site evaluation report, and the required fee. Refer to Sections 6.4-81, 6.4-81.1, and 6.4-81.2 for required site evaluations and information to be reported in order to obtain a permit.

(3) The applicant must schedule an inspection with the Environmental Health

Services Division to verify the plot plan is accurate and that the proposed on-site sewage disposal system will comply with these standards. The property address must be clearly visible from the roadway or, if no address has yet been assigned, specific and clear directions to the site must be provided. The Environmental Health Services Division may require marking the layout of the sewage disposal system on the property before plan or permit approval, or before beginning construction. The Environmental Health Services Division may require revisions to the plans to maximize the efficiency of the proposed sewage system or to comply with these standards.

(4) Upon approval of the on-site sewage disposal system design by the Environmental Health Services Division, one signed copy of the approved plot plan and permit shall be returned to the applicant. Exception: if the on-site sewage disposal system permit is necessary for issuance of a building permit, then the approved on-site sewage disposal system permit will be given to the Building Division and will be issued to the applicant by the Building Division with the approved building permit. The approved signed copy of the plans must be kept on site during the construction of the system.

(b) Sewage System Repairs (system malfunction, poor performance or failure):

(1) No person shall discharge sewage to the ground surface, into surface waters, into ground waters, or have or maintain an improperly functioning sewage disposal system. It is the responsibility of the property owner to ensure the prompt correction of any failure or malfunction resulting in any discharge or any threat to human health and safety.

(2) Except as allowed by Section 6.4-53 a permit is required for modification, addition, repair or replacement of a leachfield, septic tank or sewage disposal system which is malfunctioning, failing or discharging sewage or sewage effluent to the ground, into groundwater, or into surface water. It is the responsibility of the property owner to ensure a permit is obtained for any modification, addition, repair, or replacement.

(3) Repair Permit Process:

(A) Step one: The applicant shall complete a sewage disposal system repair permit application, and pay the required permit fee. Copies of records, plans, soil tests or drawings of the existing sewage disposal system may be required to be attached to the application if not on record with the Environmental Health Services Division.

(B) Step two: A site evaluation inspection with the Environmental Health Services Division must be performed. The site evaluation shall consist of a review of surface features on the lot and at least a soil profile. For residential structures, after completion of soil evaluation by the Environmental Health Services Division, the Division may provide a standard design for the applicant's consideration if a standard system is warranted. Some residential systems and commercial operations may require an alternative system for the repair. In this case, a qualified consultant must develop an

appropriate repair plan. The Environmental Health Services Division may waive certain soil analysis requirements typically required for new construction based on knowledge of the site. Typically, at least a soil profile will be required.

(C) Step 3: Once it has been demonstrated that the proposed system will comply with these standards to the greatest extent possible, the Environmental Health Services Division shall issue a permit, provided that the proposed system will not pose a nuisance, hazard, or threat to human health and safety or to the environment.

(4) Only plans approved by the Environmental Health Services Division may be used for repair. A copy of the signed, approved plans shall be kept on site during all phases of repair construction.

(Ord. No. 1609, §18)

Sec. 6.4-55. Construction inspections

(a) To ensure installation of a safe, effective sewage disposal system and conformance with these standards and all terms and conditions of the permit, the Environmental Health Services Division shall perform construction inspections.

(b) No portion of the on-site sewage disposal system shall be covered without inspection by the Environmental Health Services Division unless the Division has given specific authorization.

(c) Notification: Installers are required to provide at least 24 hours advance notice prior to reaching specified construction steps. Notification must include applicant's name, Assessor's parcel number, street address, and permit number. Failure to provide sufficient notice may result in delay of construction or duplication of work. (Ord. No. 1655, §8)

(d) Required Construction Inspections: The inspection steps required for the installation of on-site sewage disposal systems will vary with the type and complexity of the sewage disposal system installed. The following inspections shall be required unless the applicant demonstrates good cause for not requiring a particular inspection:

(1) Preconstruction meeting, including marked layout of the disposal system onto the ground.

(2) Open trench (or in the case of above ground systems, ripping of the ground surface).

(3) Rock and pipe, including connection of the septic tank and all distribution piping (this includes inspection of the dosing tank, pump and filter assembly, and hydraulic squirt test for pressurized systems).

(4) Final construction inspection- occurs when all portions of the on-site sewage

disposal system and all other construction features required by these standards or by permit conditions have been installed, e.g.- septic tank dosing tank and leach field are in the ground and connected, performance wells and required ground cover installed, protective barricades in place, etc. The final construction inspection is required prior to occupancy of any new structure served by an on-site sewage disposal system. Failure to schedule final inspections may delay occupancy until system conformance with the approved design standards can be verified by inspection.

(5) Other inspections that are specifically outlined in these standards or are required as a permit condition by the Environmental Health Services Division depending upon the type of system proposed. Refer to sections pertaining to alternative systems for specific inspections required on these systems.

(6) The Environmental Health Services Division may combine one or more required inspections into a single field visit.

(e) Final approval of the construction permit shall be granted only after the Environmental Health Services Division has completed all necessary inspections, and the on-site sewage disposal system has been installed in conformance to these standards and all permit conditions. For alternative systems, approval of an operation permit is required prior to final construction approval being issued.

(Ord. No. 1609, §18)

Sec. 6.4-56. Operation permits

(a) Prior to final construction approval of an alternative system the property owner shall obtain an operation permit from the Environmental Health Services Division.

(b) An alternative system shall be operated, maintained, and monitored pursuant to the requirements of these standards and the operation permit. Under terms of the operation permit, Division personnel shall conduct annual review of the performance and condition of the system. This review may include on-site inspections, sampling, review of submitted maintenance and sampling reports, and other activity deemed necessary to assure the proper maintenance and operation of the system. The operation permit shall also require maintenance and performance monitoring to be performed by the property owner or the property owner's agent, a licensed contractor or registered consultant at a frequency of once per year or more often as determined by the Environmental Health Services Division. At least once every three years the maintenance and performance monitoring shall be performed by a registered consultant or licensed contractor with knowledge of on-site systems. At least one monitoring event shall occur during the wet weather testing period as defined in Section 6.4-81.2(f) of these standards. All data collected must be submitted to the Environmental Health Services Division within thirty (30) days.

(c) The operation permit shall be renewed annually and any required fees shall be paid. The owner of the property shall keep the operation permit valid for the life of

the system.

(d) The Environmental Health Services Division may suspend or revoke an operation permit for failure to comply with any operational, monitoring, or maintenance requirements. Upon revocation or suspension of an operation permit further operation of the alternative system shall cease until the suspension is lifted or a new permit is issued.

(e) Performance Reporting.

The property owner or his/her agent must submit an annual report to the Environmental Health Services Division for review with the following information as a condition of any operating permit:

(1) Twelve months actual flows into the sewage disposal system. If this cannot be obtained, then the best reasonable estimate shall be provided.

(2) Inspection findings of the dosing tank and pump system, including:

(A) Elapsed time meter readings;

(B) Dosing counter meter readings;

(C) Pump run cycle time;

(D) Proper operation of the alarm system; and

(E) Proper water tightness of all tanks.

(3) Inspection findings of the on-site sewage disposal system for:

(A) Breakout or surfacing of sewage effluent onto the ground;

(B) Testing and condition of adjusting and purge valves;

(C) Testing and condition of performance wells;

(D) Groundwater elevations and samples taken by the property owner or his/her contractor or consultant from performance wells. The property owner or his/her contractor or consultant shall have the samples analyzed for total coliform, fecal coliform, and other chemical constituents of concern as specified by the operation permit conditions.

(Ord. No. 1609, §18; Ord. No. 6155, §9)

Sec. 6.4-57. Permit denial, suspension, or revocation

The Environmental Health Services Division may deny, suspend, or revoke a permit if:

- (a) The application or any supporting documents, including but not limited to, site evaluation reports and plot plans, contain false, inaccurate, or insufficient information; or
- (b) The proposed work will not comply with these standards, or any other applicable law or regulation; or
- (c) The proposed work will pose a threat to human health and safety or to the environment; or
- (d) A sanitary sewer is available to the subject property; or
- (e) There are failing, failed, or abandoned on-site sewage disposal systems on the property and no application for permits have been made to repair said failing or failed systems or destroy said abandoned systems; or
- (f) Failure to comply with any operation, monitoring, or maintenance requirements imposed by the Environmental Health Services Division.

(Ord. No. 1609, §18)