

INFORMATION FOR OBTAINING SEPTIC SYSTEM PERMITS

The following documents pertain to the applications for the permitting and installation of on-site wastewater treatment systems (i.e. OWTS or septic systems) in Imperial County. These documents are available for download at the Division of Environmental Health website at:

<http://www.icphd.com/environmental-health/>

- *Permit Application for Septic System*
- *Building Permit Plan Review Application*
- *Site Plan Information Sheet*
- *Soil Evaluation, Testing & Reporting Policy*
- *Chambered Leach Fields Policy*
- *Existing System Evaluation and Certification Policy*
- *Imperial County Onsite Wastewater Treatment Systems Ordinance*
- *Imperial County Environmental Health Permit Fees*

All applications to the Division of Environmental Health for a new installation, alteration, or replacement septic system must include the following items to be deemed complete for processing:

- 1.0 Soil Percolation Report** – In Imperial County, soil percolation testing by a qualified professional within the prior five (5) year period must be conducted in the specific location where the proposed disposal field will be placed. A qualified professional may be licensed professional engineer or geologist in the State of California, or a registered environmental health specialist. Percolation reports from other lots or locations will not be accepted.

If soil percolation results indicate the presence of soils with a percolation rate slower than sixty (60) minutes per inch or exceeding five (5) minutes per inch, a soil profile excavation and hydrometer testing will be required consistent with the extended site evaluation process in Imperial County's OWTS Ordinance.

- 2.0 Site Plan** – A site plan must be provided with sufficient detail and scale to demonstrate that all required setbacks will be maintained from the septic system on the property or to adjacent water systems or canals. Information on the required setbacks may be found on the attached *Site Plan Information Sheet*. It is recommended that you contact the Division of Environmental Health to check on the minimum required disposal field size before finalizing your site plan. All components of the proposed septic system must be accurately portrayed on the site plan.
- 3.0 Engineered Design** – An application for a septic system must be accompanied by a design from a California-licensed professional engineer for all non-residential projects and wastewater holding tank systems. Additionally, residential projects on properties where five (5) feet to groundwater below the proposed septic system cannot be maintained, or for sites that have clayey soils (>60 mpi) or rapidly percolating sands (<5 mpi), an engineer must provide the OWTS design in support of the permit application.
- 4.0 Permit fee** – A permit fee in the amount specified in Chapter 8.02 of Imperial County Ordinance must accompany the septic system permit application. Currently, the permit fee for a new, alteration, or replacement septic system is \$732. If an engineered septic system is required, the permit fee of \$1,380 includes both the plan review and permit fee for the OWTS installation.

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