



**Division of Environmental Health**

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**GRAYWATER SYSTEM PERMIT APPLICATION**

Construction                       Modification                       Repair                       Renewal

Application is hereby made to the Humboldt County Department of Health & Human Services, Division of Environmental Health (DEH) for a permit to construct, modify, repair, or renew a graywater system (GWS) as specified below in compliance with all county ordinances and state law regulating construction of graywater systems.

**SITE INFORMATION**

<b>Site Address:</b> Street	City, Zip
<b>Assessor's Parcel Number</b> (include previous APNs):	
<b>Directions to Site:</b>	
<b>Owner's Name:</b>	<b>Owner Phone:</b>
<b>Mailing Address:</b> Street	City, Zip

**APPLICANT INFORMATION**

<b>Applicant Name:</b>	
<b>Mailing Address:</b> Street	City, Zip
<b>E-mail Address:</b>	<b>Applicant Phone:</b>

**ADDITIONAL INFORMATION**

<b>Submittal Checklist:</b> <input type="checkbox"/> Site Map <input type="checkbox"/> System Specifications <input type="checkbox"/> Operation / Maintenance Manual <input type="checkbox"/> Site Suitability Documentation		
<b>Installation Accessory To:</b> <input type="checkbox"/> Permitted OWTS <input type="checkbox"/> Tier 0 OWTS <input type="checkbox"/> Public Sewer	<b>Water Supply:</b> <input type="checkbox"/> Public <input type="checkbox"/> Private	
<b>Connected Fixtures:</b>	<b>Design GPD:</b>	<b>System Type:</b> <input type="checkbox"/> Simple <input type="checkbox"/> Complex

**TERMS OF PERMIT**

1. DEH personnel will be notified a minimum of 48 hours prior to final inspection when applicable. Please note that some systems may require several inspections. **Should situations arise that prohibit a final inspection at the appointed time, the applicant or the applicant's agent shall notify DEH and reschedule the appointment. Failure to do so may result in additional charges to the applicant at the current hourly rate.**
2. An inspection by DEH personnel, or other Qualified Professional (when approved by DEH), will be obtained prior to using the system.
3. An inspection will not be performed unless a copy of the approved GWS design is available at the job site.
4. Any deviation from the approved plan without prior approval from DEH may result in revocation of this permit.

**OWNER ACKNOWLEDGEMENT**

The issuance of a permit in no way implies a DEH guarantee of perfect and indefinite operation of this GWS. Approval is based upon information submitted in the application. **Field conditions that vary significantly from the approved application information may void this permit.**

I hereby acknowledge that I have read this application and that the information provided is correct. I agree to comply with all County Ordinances and State Law regulating construction of graywater systems.

**This permit shall expire if work authorized is not completed within one year following the Permit Issuance Date.**

**Signature of Owner:** ..... **Date of Signature:** .....

If paid by Credit Card: Date and amount paid

Confirmation #:

<b>* FOR OFFICE USE ONLY *</b>		<b>O.P confirmed by:</b>	
<b>Permit fee:</b> \$ <input type="checkbox"/> Cash <input type="checkbox"/> Check #:.....	<b>Additional Amount Due:</b> \$ <b>Additional Amount Paid:</b>	<b>Receipt number:</b>	<b>OA Initials and date entered:</b>
<b>Special Requirements:</b>		<b>Building Notice Date:</b>	
<b>System Approved By:</b>	<b>Date:</b>	<b>Construction Approved By:</b>	<b>Date:</b>

## PERMIT APPLICATION GUIDE

All information requested is necessary to assist staff in processing your application in a timely manner. Incomplete applications will cause delay. Follow these instructions to complete the GWS permit application. Upon approval, DEH will mail a copy of the approved application and plans to the applicant and owner. Contact DEH to schedule a final inspection.

### APPLICATION TYPE

Select the appropriate GWS application type as described below.

<b>Construction</b>	Installation of a new GWS.
<b>Modification</b>	Alteration of an existing GWS (e.g. expansion, relocation, or similar change to a permitted GWS).
<b>Repair</b>	Replacement of any GWS component as a result of system failure.
<b>Renewal</b>	Required if an approved GWS has not completed final construction inspection within one year of the permit issuance date.

### SITE INFORMATION

Provide thorough and accurate site location including site address, assessor's parcel number, and parcel owner contact information. If a historic assessor's parcel number is known, it may be listed here. Additionally, provide accurate and concise directions to the site.

### APPLICANT INFORMATION

Provide current contact information for the project applicant.

### SUBMITTAL CHECKLIST

The following items are required to be submitted in conjunction with the GWS Permit Application. Applications lacking any of the required documents will not be accepted by this office.

#### Site Map

Submitted site maps should include:

- Proposed GWS component locations and structure(s) served
- Appropriate landmarks
- Steep slopes
- Roads
- Lot dimensions
- Existing and proposed easements for road or utility purposes
- Wells, water supply lines water bodies, drainage swales, or wetlands
- Existing, proposed, or abandoned onsite wastewater treatment systems
- Existing or proposed retaining walls
- Soil testing location

#### System Specifications

Full description of the complete GWS installation, including installation methods, construction, and materials.

#### Operation/Maintenance Manual

#### Design GPD

Anticipated daily gallons per day flow rate to be accommodated by the proposed GWS.

#### Site Suitability Documentation

A log of soil formations and groundwater level as determined by test holes dug in proximity to proposed irrigation/disposal area, together with a statement of water absorption characteristics of the soil at the proposed site as determined by approved percolation tests or soil texture.

### INSTALLATION ACCESSORY TO

Indicate the existing method(s) of wastewater disposal that the GWS will be used in conjunction with.

<b>Permitted OWTS</b>	Structure to be served by proposed GWS is currently served by a permitted On-Site Wastewater Treatment System (OWTS).
<b>Tier 0 OWTS</b>	Structure is currently served by a properly functioning** unpermitted OWTS.
<b>Public Sewer</b>	Structure is currently served by community sewer.

### CONNECTED FIXTURES

Indicate the fixture type, number of fixtures, and total bedroom count in each individual unit (building) that the proposed GWS will accommodate.

### WATER SUPPLY

Indicate if the water supply is provided by private on-site source or a public water system.

### OWNER SIGNATURE

GWS Permit Applications must be signed and dated by the parcel owner. Applications signed by any individuals other than the owner (e.g. consultant, applicant, owner's agent) will not be accepted by this office without signed owner consent.

\*\* *Properly Functioning* means not impairing groundwater or surface water. May require evaluation by a Qualified Professional.