

Mendocino County Division of Environmental Health

Policy 4222.03

GUIDELINES FOR ISSUING REPAIR PERMITS

Intent and Benefit

This policy is intended to give clear guidelines as to when a repair permit would or would not be required. The guidelines should allow for more consistency between inspectors and will provide homeowners and applicants a more streamlined process for dealing with minor septic repairs that do not require a permit.

Background Information

Historically each inspector determined to the best of their ability when a repair permit was required. This resulted in an inconsistency of permit issuance and lead to confusion on the part of applicants.

Statement of Problem

Without clear guidelines as to when a repair permit is needed or when one is not required causes inconsistency between inspectors. With no definitive policy the inspector has had to hold up the process in order to get consensus from the group or ask management how to proceed. That has caused delays in which has slowed down the process of getting repairs completed in a timely manner for homeowners/applicants.

Policy Implementation

Environmental Health **requires a permit** when the following items need to be replaced or added: (a scaled plot plan may be required for tanks, basins and absorption systems)

1. Septic Tanks
2. Pump Tanks
3. Pump Basins or Lift Stations*
4. Pumps and or Pump Controls*
5. Grease Tanks
6. Absorption System (leach trenches, drip lines, sand filters, etc...)

*Repair Plans for the pumping components shall include:

1. Cover page (DEH Site Evaluation Blank Form)
2. Schematic of the repair components i.e., cross-sections of septic tanks, pump tanks and or pump basins, indicating float levels for on/off floats, high water alarm floats and redundant off floats etc...
3. Specification sheet, including Make/Model numbers for all equipment required.
4. Pump Curve

Environmental Health **does not require a permit** for the following repairs, but does recommend contact with DEH and a memo to the file by DEH:

1. When fixing broken or clogged solid pipe:
 - a) Pipes from the house to the septic tank.
 - b) Pipes from the septic tank to the distribution box.
 - c) Pipes from distribution box to the leach trench
2. When replacing crushed or root bound perforated pipe in the **existing** leach trench, no new gravel is to be added to the system except for over the new perforated pipe.
3. When a sanitary tee or effluent filter is replaced.
4. When an effluent filter is being installed for the first time.
5. When a distribution box is being replaced.
6. When risers are being added to existing septic tanks.

Effective Date:11/04/2004

Revised Date:

Director's Initials:_____

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