

CLEAR CREEK COUNTY Public and Environmental Health	Operating Permits	Section 6
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1. Applicability

- A. An operating permit shall be obtained for any system that requires maintenance be performed on an OWTS and/or mechanical or electrical components at regular intervals or for any system that is designed to provide higher level treatment as defined by these Regulations. Systems that incorporate pumps or lift stations only are exempt from the requirements of this section.

- B. An owner of such a system shall obtain an operating permit:
 - 1. At the time of system installation, repair, alteration, or upgrade to a system pursuant to this section;
 - 2. When a transfer of title inspection is conducted;
 - 3. At the expiration of a current O&M contract for system pursuant to Section 6.1.A; or
 - 4. By June 30, 2016, whichever comes first.

- C. An operating permit shall be maintained and renewed until:
 - 1. The system is abandoned for connection to a community sewer;
 - 2. The health officer authorizes the removal of the components requiring regular maintenance;
or
 - 3. The higher level treatment is abandoned and approved by the health officer pursuant to Section 6.1.D.

- D. The higher level treatment shall not be abandoned unless the OWTS will conform to the requirements for TL1 treatment level systems, including minimum distance setbacks set forth in Table A-1 of Appendix A and vertical separation from the STA infiltrative surface to any limiting condition set forth in Table A-2 of Appendix A.

2. Minimum Application Requirements

- A. An applicant shall submit a complete, written application on a form provided by the Department. Such application shall include at a minimum:
 - 1. Owner name and contact information;
 - 2. Service provider name and contact information;

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3. Property address and legal description;
4. Location of the septic tank, higher level treatment system, soil treatment area, and other components;
5. Description of OWTS installed, including type, make, and model of the component(s) requiring maintenance;
6. Level of treatment to be provided;
7. Copy of the current O&M contract;
8. A report of the inspection and maintenance performed providing:
 - a. Dates system was inspected and/or maintained;
 - b. Name and contact information of inspector and/or maintenance provider;
 - c. Condition of system at inspection; and
 - d. Maintenance tasks performed.
9. Permits, if required by the local public health agency for the work performed;
10. Condition of system at completion of any maintenance activity; and
11. Full fees pursuant to Section 3.12 shall accompany all OWTS permit applications.

3. Application Review and Permit Issuance

- A. The health officer will determine whether the information provided as detailed in Section 6.2 is in compliance with the requirements of the OWTS Act and these Regulations. If the submittal is determined to be in compliance with these Regulations, an operating permit will be issued.

4. Inspection and Maintenance Requirements

- A. For higher level treatment systems or other components under an O&M contract, a clearly visible, permanently attached label or plate giving instructions for obtaining service shall be placed at a conspicuous location.

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- B. Inspection and maintenance of the system shall be performed in accordance with the manufacturer's recommendations for proprietary systems or design criteria requirements for public domain technology or the following, whichever is more stringent:
1. All tanks shall be inspected to assure that they are structurally sound and that all components such as lids, baffles, tees, vents, effluent filters, and screens, etc. are present and in good working condition;
 2. The scum and sludge level in the tanks shall be measured and tanks shall be pumped if the scum and sludge depth exceeds 18 inches;
 3. Effluent filters shall be inspected and cleaned to assure proper function;
 4. Each motor and pump shall be inspected to assure that it is operating properly;
 5. Internal electrical connections shall be inspected to assure that they are not damaged or otherwise subject to corrosion or damage that could cause a failure or electrical short;
 6. The control panel and its appurtenances shall be inspected to assure that all components such as timers, event recorders or counters, audible and visual alarms, auto-dialers, etc. are functioning properly;
 7. Components intended to agitate or introduce air into the wastewater such as impellers, air jets, bubblers, air diffusers, aspirators, paddles, etc. shall be inspected to assure that they are functioning properly and are free from lint, hair, and other debris. Blowers or compressors shall be inspected to assure they are operating properly and that air filters are cleaned and replaced. If so equipped, the ammeter or voltage regulator shall be checked to verify that the motor is not drawing excess current;
 8. All components such as media filters, sand filters, suspended growth media, etc. shall be inspected to verify that there is no damage, excess sludge buildup, clogging, filter bridging, etc. and that spray or dispersal nozzles are free from debris and functioning properly;
 9. The STA, absorption, or evaporation system shall be inspected to verify that no wastewater is being discharged onto the surface of the ground and that it is not being impacted by erosion, excess vegetation, or compaction; and
 10. The service provider shall also note any unusual or abnormal conditions such as excessive or strong odors, noise, improper wastewater color, etc. that may indicate an operational problem with the system.

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- C. The property owner shall maintain records of the activities completed as required in this section and submit all records and reports to the Department within seven (7) days of service.
- D. Maintenance shall take place:
 - 1. Every six (6) months for systems with mechanical parts or
 - 2. Every 12 months for systems with no mechanical parts.
- E. The health officer may require a revision to the maintenance frequency based on information contained in the required inspection reports.

5. Record Keeping

- A. All records and documentation pertaining to any work completed on a system pursuant to Section 6 shall be submitted to the Department within seven (7) days of completion of the work.

6. Renewal of an Operating Permit

- A. Prior to expiration of an existing operating permit, the owner shall submit an application to renew the permit, unless conditions pursuant to Section 6.1.C apply. Full fees pursuant to Section 3.12 shall accompany all OWTS permit applications

7. Revocation of an Operating Permit

- A. The health officer may request that the Board of Health revoke an operating permit for non-compliance with the permit conditions or the requirements of these Regulations.
- B. Revocation shall take place only after a hearing before the Board of Health. The operating permit holder shall be given no less than ten (10) days' written notice of the hearing sent by personal service or registered or certified mail, return receipt requested. The written notice shall specify the violations which are pertinent to the hearing.
- C. The operating permit holder will be given written notice of the decision and findings of the Board of Health. If the Board of Health finds violations, the written notice of decision will specify the violations to the operating permit holder. Such notices will be given to the operating permit holder by personal service or registered or certified mail, return receipt requested.