

PLOT PLAN REQUIREMENTS FOR NEW PRIVATE SEWAGE DISPOSAL SYSTEMS

Please read this sheet carefully and use it as a check list when designing a sewage disposal system. Omission of items will result in a delay in processing your permit. To obtain a permit you will need the following:

- A. Completed application form for Sewage Disposal Permit.
- B. Fee.
- C. Two copies of the sewage disposal system plot plan at a scale no smaller than 1" - 30' (min. size 8 1/2 X 11 sheet).

The plan shall have the following information:

1. Owner's name, address of dwelling or structure. Assessor's Parcel Number, scale of drawing, north arrow.
2. Location of dwelling and other structures on lot.
3. Location of property lines, easements, right of ways, roads, and driveways on property.
4. Location of at least one street adjacent to lot.
5. Location of all existing and proposed structures and hard surfaces such as patios, decks, walkways, driveways, and swimming pools.
6. Location and nature of any existing sewage disposal systems on property.
7. Direction of slope of ground indicated by arrows. The plot plan shall indicate the percent slope and include an elevation drawing showing finished grading to be performed and the location of the dwelling and proposed sewage disposal system.
8. For lots with moderate to steep slopes, contour lines shall be shown on the plot plan.
9. Location of wells, springs, streams, drainage ways, and creeks on the property or within 250 feet of the sewage disposal system and expansion area. Indicate if the well is a community well.
10. Location of 100 year flood plain elevation where appropriate.
11. Location of cuts or embankments within 50 feet of the sewage disposal system.
12. Location and design of proposed sewage disposal systems. Show dimensions of leachfields.
13. Location of area reserved for 100 percent expansion of leaching area meeting above requirements.

Water Supply for New Development

The Santa Cruz County Sewage Disposal Ordinance requires an approved domestic water supply for Septic Permit approval for new development. A signed Water Connection Approval slip from the water company from which you will receive service must be submitted to Environmental Health Service (EHS) OR an Individual Water Supply Permit must be obtained from EHS prior to Sewage Disposal System Permit approval.

Completion of Application

Incomplete applications for sewage disposal permits will become null and void if all required information is not submitted within **one year** (6 months in the case of repair permits) of date of application.

Finding of Compliance and Issuance of Permit

Upon approval of the sewage disposal application for new systems, the applicant will be issued a Finding of Compliance which is valid as long as the associated Building Permit Application is valid, provided a Building Permit is applied for within 24 months of issuance of the Finding of Compliance.

Sewage disposal permits (except for repairs) are issued by the County Building Department in conjunction with the issuance of a building permit. Work on sewage disposal systems may not start until the building permit is issued. Sewage disposal permits for repairs are issued by the Environmental Health Service upon approval. No work may commence without 24 hour prior notice to EHS.

Terms of Permit

- The Environmental Health Service (EHS) Inspector shall be notified directly during office hours (8:00 - 9:30 a.m.) at least 24 hours prior to commencement of work.
- EHS, and Consultant's inspection when required, shall be obtained prior to backfilling.
- The job copy of this permit and approved plan shall be available at the job site during construction.
- Any deviation from the approved plan shall be approved by the EHS prior to construction. Failure to comply with these terms will result in a stop work order being issued to the owner and/or contractor.
- Final approval of the sewage disposal system is required prior to occupancy or use of the building.
- This permit is subject to suspension or revocation if found to be in nonconformance with the Santa Cruz County Code or policies of the EHS.
- A permit to repair an existing sewage disposal system does not authorize or allow additions or remodels to the dwelling or building. Additions and remodels are authorized under section 7.38.080 of the County Code and must be approved by the County Building Department.