



County of Santa Cruz

Health Services Agency ♦ Environmental Health

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EH BUILDING CLEARANCE FORM

APPROVED

DENIED

_____ PE _____ SR _____
REHS Date

SITE LOCATION

Address: _____
Street Number and Name City Zip

OWNER INFORMATION (Required)

Owner Name: _____ APN _____

Owner Primary Phone: (____) _____

Owner Mailing Address: _____
Street Number and Name City Zip

Owner Email Address: _____

Complete this section if the contact person is someone other than the OWTS system owner (Contractor, Architect, Engineer).

Project Coordinator/Certified Professional Name: _____

Mailing Address: _____
Street Number and Name City State/Zip

Primary Phone:(____) _____ Email _____

REQUIRED ATTACHMENTS:

- One Santa Cruz County Septic Tank Inspection Report completed and signed by Inspector within 3 years of the date of the application.
- Two copies of a plot plan with the sewage disposal system location and dimensions and setbacks to structures.
- Two copies of the floor plan of the structure(s) showing existing and proposed additions.

I certify under penalty of perjury that the foregoing information is true and correct and that the accompanying septic tank pumping inspection report is accurate for the subject sewage disposal system.

Applicant (Print Name) Applicant's Signature Date

When approved by an authorized Environmental Health Staff, this application shall be deemed an Evaluation of the on-site disposal system from Environmental Health for only the work described below and is not a "permit for development" as that term is used in the California Subdivision Map Act. This Evaluation is limited to the following checked statement and is not to be construed as a warranty of proper operation or future life expectancy of the system.

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SYSTEM AND SITE DETAILS (Completed by Applicant)

Lot Size _____ (in acres) APN _____

Project Description: _____

Dwelling Type Served by System: (check all that apply)

Proposed addition/remodel

Existing structure only

Main House Second Unit Bonus Room

Existing # of Bedrooms: _____ Proposed # of Bedrooms: _____ = _____ Total

Structure (such as: Garage, Office, Barn, Shop, Studio, Pool Cabana)

Commercial/Industrial/Institutional:

Type of Business: _____ Peak Daily Flow: _____

Number of People Using System: Existing: _____ Proposed: _____

Indicate the water source for the system:

Public, indicate Water Company/District: _____

Private, indicate On-site source: _____ Off-site source: _____

Location of septic system on site: _____

Number of other septic systems on site: _____

Septic tank capacity (in gallons): _____ Tank Material _____

Leachfield dimensions or Sqft: _____

Type of dispersal field:

Leach Line Infiltrators Shallow Drip Seepage Pit

APPLICATION STATUS DEFICIENCIES:

OWTS tank capacity inadequate for proposed/project

Minimum setbacks not met

Insufficient area set aside for future expansion of dispersal area

System failure noted on pumper's report or in field

Other: _____

Signature of Environmental Health Specialist _____

Date _____

Comments: _____

FOR INTERNAL USE ONLY

Fee Rec'd by: _____ Date _____ Amt \$ _____ Payment type _____

Receipt #: _____

Permit Conditions: _____

Final Construction Approved by: _____ Date: _____

Final Clearance by: _____ Date: _____

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An **EVALUATION** is required for an existing onsite wastewater system (OWTS) when any of the following occurs:

- Remodels or additions occur at a residence
- The exterior dimensions of any structure are increased; a new structure is proposed, potential bedrooms increase or other items (such as pools, decks, concrete patios, or other items that require foundations or footings) are proposed to be built on a property on which an OWTS exists.
- Land use, plumbing, or occupancy changes are made which may impact the system or its future expansion area.

Evaluation of an existing septic tank system may also be performed at the request of certain lending institutions (e.g., FHA and VA) at the time a residence is sold.

If any of the situations noted below are discovered, a separate **SEWAGE DISPOSAL UPGRADE PERMIT** is required.

- a) It is determined the existing system is not adequate to service the proposed project.
- b) Proposed changes to the site intrude upon the physical location of the existing system or expansion area.
- c) A new septic tank, dispersal field, or sewer line (such as the addition of plumbing fixtures to an accessory structure) will be part of the project.

Dependent on the proposed project, the following documentation may be required:

1. Site Evaluation application of OWTS.
2. A Santa Cruz County Septic Tank Inspection Report, completed by a "Qualified Inspector" within two years of the date of application. The report must state the size of the septic tank and conclude that the tank is structurally sound and that the disposal system is operating satisfactorily.
3. Two copies of the complete floor plan of structure (s) served by the septic tank system. Label all plumbing fixtures and uses of room (s) . Show both the existing and proposed layout.
4. Two copies of a plot plan which details the septic tank system and shows all existing and proposed structures and system components, including the area for a second dispersal field and set aside for an additional 100% expansion of the disposal area. The plot plan should indicate slopes, property lines, trees, any water wells, drainage courses, water lines, driveways, retaining walls, road cuts, paved areas and all required setbacks.
5. All septic system component specifications must be provided so that the Land Use staff is able to determine the total absorption area. Specifically, leach line length (s) and representative width depth measurements must be provided. For drywells, the effective depth (total depth of the pit minus the earth cover) and the diameter must be provided. Measurements may be from soil engineering reports or from field measurements by a Qualified Professional. **NOTE:** This requirement may be waived for minor projects which result in minimal impact to the existing OWTS.

NOTE: Crib sumps, marginal and failing septic systems are prohibited by the Santa Cruz County Code and are required to be repaired or upgraded under permit and inspected by Environmental Health.

The Evaluation will be approved if it is determined that:

1. The septic tank meets the minimum capacity and construction requirements.
2. The dispersal field is sized and functioning properly; there is no visible evidence of recent failure; and there is adequate area available for expansion.
3. The OWTS complies with setback requirements.