



# ONSITE SEWAGE SYSTEMS

## Onsite Sewage Systems

An Onsite Sewage System permit application requires site and soil evaluation, as well as detailed plans and specifications that meet applicable state and local rules and regulations. Onsite Sewage System permit applications are prepared by Washington State licensed Onsite Wastewater Treatment System Designers or licensed Professional Engineers.

## How Do I Apply?

Submit a completed application package to the Permit Assistance Center with the applicable application fee. Complete application package requirements are outlined on the application form.

## Review Process

Environmental Health staff will review the documents and may visit the site to confirm the process. Upon approval, a copy of the approved application will be mailed to the applicant.

## Projects within City Jurisdictions

For onsite sewage system projects within a city jurisdiction, the application must be taken to the appropriate City for review and comment prior to submitting application to the Thurston County Permit Assistance Center. If unable to obtain City review and comment prior to submitting application, Environmental Health will mail the application to the City. Issuance of the permit will be held until City review and comment is complete.

## Appeals

Any person aggrieved by a decision, an inspection, or notice made by the Health Officer shall have the right to appeal the matter as specified in Article 1 of the Thurston County Sanitary Code.

## I Still Have Questions...

The information in this bulletin is a general guideline of the procedures and rules. For additional information, speak with a staff member at the Permit

Assistance Center. Contact information is listed below. You may also review all Thurston County Codes online on the County website referenced at the bottom of this page.

## Expirations and Renewals

**Applications:** An onsite sewage system application will expire **one year** from the date of the application submission. An application for a new system may be extended for one year without charge, if requested in writing by the applicant prior to the expiration date. An application for a repair permit may not be renewed, however an extension of one year may be authorized by the Health Officer if requested prior to the expiration date of the repair application if there are extenuating circumstances, such as difficult site conditions, abnormal rainfall, or difficulty in developing an operation and maintenance manual.

**Permits:** An onsite sewage system permit for a new system will expire **three years** after the date of conditional site approval, or if a building permit is obtained during the three year period of validity for the sewage permit, the sewage permit is valid as long as the building permit is valid, whichever period is greater. A sewage permit for a new system may be renewed after expiration by payment of a renewal fee and demonstration that no changes to the building site or proposal. An onsite sewage system permit for a repair expires one year after the date of application and may not be renewed, however an extension of one year may be authorized by the Health Officer if requested prior to the expiration date of the repair permit if there are extenuating circumstances, such as difficult site conditions, abnormal rainfall, or difficulty in developing an operation and maintenance manual.

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### Thurston County Permit Assistance Center

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[www.co.thurston.wa.us/permitting](http://www.co.thurston.wa.us/permitting)