

GLENN COUNTY

Planning & Community Development Services Agency Environmental Health Department

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Mardy Thomas, Director

Onsite Wastewater Treatment Systems (OWTS) Guidelines

Permit Application Information

The Glenn County Board of Supervisors adopted OWTS regulations so that sewage disposal systems can be designed and function properly to protect human health and prevent contamination of groundwater and the environment.

This handout is intended to provide the required information needed to apply for and obtain an Individual OWTS Permit. Please feel free to contact the Glenn County Environmental Health Department (EHD) at 530-934-6102 if you have any questions about this handout or your project.

1. First, obtain the assessor's parcel number of the property you wish to develop from your tax records or from the Assessor's office.
2. Check with the Planning & Community Development Services Agency to insure your project is consistent with zoning regulations and will meet their setback requirements.
3. Prepare a plot plan, drawn to a scale of one (1) inch equals forty (40) feet, showing your proposed project, OWTS and replacement area (see attached sample plot plan sheet). **Do not attempt to draw the plot plan on the application itself.**
4. Fill out the "OWTS Permit Application", sign it and have your contractor and qualified professional sign it, if required. Submit the application to the EHD along with your plot plan and applicable fees.
5. EHD staff will review your application, and advise you what soil testing will be required. All parcels must be tested unless testing has previously been completed and is on file with EHD.
6. If soil tests are required, you should arrange a time for EHD Staff to meet you and a backhoe at the building site for soil profile test holes. The backhoe you choose must be capable of digging at least a two (2) foot wide trench to at least ten (10) feet or to five (5) feet below the proposed leach-

field trench. Contact EHD at least twenty-four (24) hours in advance to request a soil profile test hole inspection. Inspection requests will be scheduled as we receive them and will be dependent on existing appointments.

7. EHD staff will meet you on-site, observe the test hole, complete a field-texture analysis and record the soil profile information. If no further testing is required, EHD staff will review the OWTS Regulations and advise you of the specifications of the OWTS so that you can complete your plot plan.
8. If further testing is required, we will record the soil profile and collect soil samples. To pursue the project, you will need to have a qualified professional conduct specialized testing and design an OWTS that will meet the special conditions of your site and the Glenn County OWTS Regulations.
9. The OWTS Permit is valid for one (1) year and can be extended for an additional year. The extension must be requested before the permit expires and will require EHD approval. The approved OWTS Permit must remain on-site while the system is under construction.
10. Final and construction inspections are required and must be made before the system is covered. Contact EHD at least twenty-four (24) hours in advance to request all required inspections. Inspection requests will be scheduled as we receive them and will be dependent on existing appointments.

Plot Plan Information

The plot plan is intended to communicate your plans and to provide a permanent record of underground installations. The plans must be accurate and complete, but they do not have to be prepared by a professional consultant. The plot plan in the development area must be drawn to a scale of one (1) inch equals forty (40) feet. A second plan drawn to any convenient scale may be needed to show the relationship between the development area and property lines of large parcels. The plot plan must include but is not limited to the following information:

1. The name of the property owner and the assessor's parcel number.
2. The location of all wells, proposed wells, or other water sources within two hundred (200) feet of the proposed OWTS and replacement area.
3. The location of all existing and proposed structures, roads, driveways, decks, walkways and pools in relationship with the property line.

4. The location of all watercourses, ditches, canals, or rice fields within two hundred (200) feet of the proposed OWTS and replacement area.
5. The location and design of the proposed OWTS and replacement area.
(This information will not be available until soil testing has been completed.)
6. The location of the road accessing the property.
7. The location of all easements, underground utilities and storage tanks
8. The location and nature of all existing OWTS.
9. The scale of the plan and a north arrow.
10. The location of cuts and banks within one hundred (100) feet of the OWTS and replacement area.
11. The location of any proposed cuts and fills in the vicinity of the OWTS and replacement area, and the direction of ground slope.

TABLE T-1 MINIMUM SETBACK DISTANCES

The setbacks shown in the following table shall apply to all onsite wastewater treatment systems unless otherwise specified in these regulations.

Distance Required From:	Dispersal Field	Septic Tanks, Pump Tanks
Septic Tank	5'	5'
Dispersal Area (Replacement Area)	10'	5'
Public Water Wells	150'	150'
Water Wells	100'	100'
Monitoring Wells	100'	100'
Springs, Streams, Rivers or other Flowing Surface Water Bodies³	100'	100'
Lakes, Ponds, Wetlands, Vernal Pools or other surface Water Bodies³	200'	200'
Unstable Land Mass or Areas Subject to Earth Slides⁴	100'	100'
Cut banks, Escarpments and Steep² Slopes in Excess of 2.5'	4 X the height of the bank, to a maximum of 50'	
Foundation Lines of any Structure Including Garages, Out-Buildings and In-Ground Swimming Pools	5'	5'
Water Line/Box	5'	5'
Subsurface Water Cistern (Permanent Structure)	100'	100'
Lot Lines and Public Easements	10'	10'
Drainage/Irrigation Ditch¹ or Rice Field	50'	50'
Interceptor/Curtain Drains:		
Up Gradient of System	20'	20'
Down Gradient of System	50'	50'
Laterally of System	50'	50'

¹ Ten (10) foot minimum setback required with impervious lining.

² The height (in feet) of the cut, escarpment or slope as measured from the toe of the cut or vertically to the projection of the natural ground slope.

³ As measured from the high water mark.

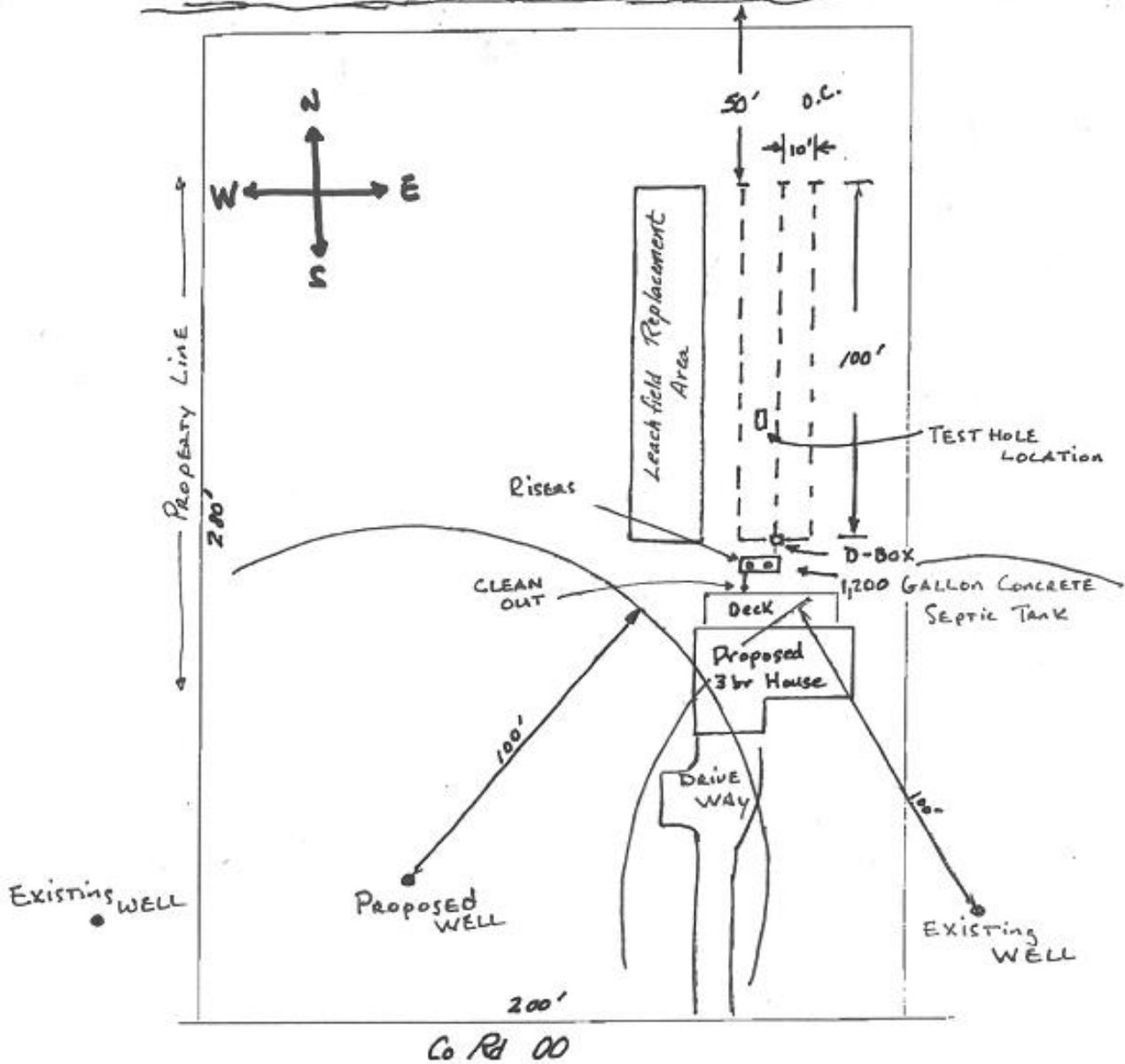
⁴ Other distances may be allowed, if recommended by a geotechnical report prepared by a Qualified Professional.

If a setback is not specified in this table, the most recent edition of the Uniform Plumbing Code adopted by the Board of Supervisors shall apply.

Additional setbacks and distances may be required by the LEA for Community or High Flow OWTS.

SAMPLE PLOT PLAN

Drainage Ditch



Sewage Disposal System Pht Plan
for
Joe & Janet Jones
APN: 000-000-000
Scale 1" = 40'