

**SEPTIC SYSTEM EVALUATIONS FOR REBUILDING AND  
TEMPORARY HOUSING (COUNTY DECLARED DISASTER)****WLS-036****PURPOSE**

To evaluate septic systems on properties impacted by County declared disasters and for properties providing temporary housing connections to existing septic systems with no county records, (authorized by Sonoma County Urgency Ordinances 6210 and 6212).

**BACKGROUND**

The County of Sonoma is committed to assisting residents rebuild and reoccupy within the county after a County declared disaster. The Permit and Resource Management Department (Permit Sonoma) has developed this form to document the location and evaluate the condition of septic systems for the purpose of rebuilding structures destroyed by the fire and to determine the capability of septic systems county-wide to support temporary housing when no county records are available.

In order to connect permanent structures to existing septic systems on properties impacted a County declared disaster or to connect temporary housing units to existing septic systems county-wide, Permit Sonoma requires the septic system function be evaluated by a Qualified Professional. A Qualified Professional is a Civil Engineer, Environmental Health Specialist or a Contractor with an "A", "C-36" or a "C-42" license with expertise in septic systems. Qualified Professionals must be currently licensed or registered in the State of California. Minimum septic system requirements are a tank and leach field or seepage pit. Cesspools are prohibited. Where a cesspool serves as the septic system for a property, a replacement septic system meeting current standards shall be required to connect any structure or housing unit.

Property owners are ultimately responsible for the proper function and performance of their septic systems and are strongly encouraged to have their septic systems thoroughly evaluated and tested to ensure the septic system can adequately support the intended use.

**PROCEDURE**

Qualified Professionals shall perform research and site work to verify the septic system meets minimum public health standards and can adequately support intended uses. The Qualified Professional shall provide responses to all applicable and required fields within the evaluation form. The comment and recommendations fields shall be used by the Qualified Professional to document information not otherwise noted on the form and to relay the Qualified Professional's opinions and recommendations. The evaluation shall include the following: type, location, capacity, adequacy, and performance of the septic system. A complete evaluation includes this form, a site plan, and all supporting documents (records, photos, repair invoices, etc.). A complete evaluation shall be submitted to Permit Sonoma for review. An Office Review fee (Fee ID #0366) based on the current fee schedule shall be assessed. Staff will review the evaluation and determine if the septic system can support the intended use(s).

For more information regarding septic system evaluations, please visit or call Permit Sonoma's Well and Septic customer service cubicle at (707) 565-2849.

Site Address \_\_\_\_\_

Assessor's Parcel Number(s) \_\_\_\_\_ Date of Evaluation \_\_\_\_\_

**REQUIRED SUPPORTING DOCUMENTATION:**

A site plan and all documents used to evaluate the septic system must be provided. The site plan may be a copy of the originally approved septic plans or a plan prepared by the Qualified Professional. The site plan shall be drawn to scale (minimum 1"=20') and be of sufficient clarity to identify the following minimum requirements: all major septic system components (type, location, size, reserve replacement area), site address, Assessor's Parcel Number, north arrow, scale, property lines, building locations, buildings served by the septic system, roads, all required setbacks, and any significant site features.

**GENERAL SEPTIC SYSTEM INFORMATION:**

Is the existing septic system a cesspool? No  Yes  (If "Yes" then a new septic system is required)

Was the existing septic system permitted? Yes  No  Pre-code  Unknown

Permit Number \_\_\_\_\_ OPR Number (if applicable): \_\_\_\_\_

Design capacity (identify number of permitted bedrooms, gallons per day, or unknown

\_\_\_\_\_

Is there a site plan provided with evaluation? Yes  No

Are there historical records or supporting documentation provided with evaluation? Yes  No

Comments/Recommendations \_\_\_\_\_

\_\_\_\_\_

**DISPERSAL SYSTEM INFORMATION:**

Type of existing dispersal system: Standard  Mound  At-Grade  Filled Land   
Shallow Sloping  Subsurface Drip  Shallow Trench Pressure Distribution   
Bottomless Sand Filter  Seepage Pit  Unknown  Other \_\_\_\_\_

Determination of dispersal system type and location: Existing County records used? Yes  No

Uncovered/Observed portions of disposal system? Yes  No  Assumption(s) made? Yes  No

If dispersal system type or location was assumed, explain why and how \_\_\_\_\_

Other \_\_\_\_\_

Determination of dispersal system function: Uncovered and evaluated distribution boxes? Yes  No

Hydraulic load test performed? Yes  No  Result \_\_\_\_\_

Other \_\_\_\_\_

Condition of dispersal system: Functioning properly and acceptable for reuse? Yes  No

Replacement required? Yes  No  Other \_\_\_\_\_

Comments/Recommendations: \_\_\_\_\_

**SEPTIC TANK INFORMATION:**

Does the existing septic system have a septic tank? Yes  No  Size: \_\_\_\_\_ Gallons

Septic tank material<sup>1</sup>: Concrete  Fiberglass  Plastic  Metal  Wood  Other: \_\_\_\_\_

Number of compartments in septic tank: 1  2  Other: \_\_\_\_\_

Lids and risers present? Yes  No  Effluent filter present? Yes  No

Inlet baffle/Tee present? Yes  No  Outlet baffle/Tee present? Yes  No

Septic tank condition: Acceptable for reuse? Yes  No  (If "No" then tank replacement required with permit)

Comments/Recommendations: \_\_\_\_\_

<sup>1</sup> Tanks not made of concrete, fiberglass, or plastic materials must be replaced with permit to comply with county standards.

**SUMP TANK INFORMATION**

Does the existing septic system have a separate sump tank? Yes  No  Size: \_\_\_\_\_ Gallons

Sump tank material<sup>2</sup>? Concrete  Fiberglass  Plastic  Metal  Wood  Other: \_\_\_\_\_

Lids and risers present? Yes  No  Pump Operational? Yes  No  (Pump replacement required)

Sump tank condition: Acceptable for reuse? Yes  No  (If "No" then tank replacement required with permit)

Does the existing septic system have a control panel? Yes  No  Type/Model: \_\_\_\_\_

Condition of control panel: Acceptable for reuse? Yes  No  (If "No" then replacement required with permit)

Comments/Recommendations: \_\_\_\_\_

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<sup>2</sup> Tanks not made of concrete, fiberglass, or plastic materials must be replaced with permit to comply with county standards.

**PRETREATMENT UNIT INFORMATION**

Does the existing septic system have a pretreatment unit? Yes  No  Type/Model: \_\_\_\_\_

Condition of pretreatment unit: Acceptable for reuse? Yes  No  (If "No" then replacement required with permit)

Comments/Recommendations: \_\_\_\_\_

**APPURTENANT COMPONENTS INFORMATION**

Identify components that have been repaired or replaced in-kind without permit as allowed under the permitting guidelines for septic system repair or replacement work for properties impacted by a County declared disaster.

Lids, Risers, or covers     Effluent filter     Inlet baffle/Tee     Outlet baffle/Tee

Cleanout(s)     Monitoring well(s)     Distribution box(es)

Valve boxes (balancing, purge, diversion)     Valves (balancing, purge, diversion, air release)

Minor non-structural cracks in septic tank     Minor non-structural cracks in sump tank

Transmission lines from dwelling(s) to septic tank

Transmission lines from septic tank to distribution box(es)/lateral(s) or diversion valve(s)

Sump tank components (pumps, piping, floats set per original design specifications)

Hydrojetting lines to remove blockages in order to correct or improve system function

Comments/Recommendations: \_\_\_\_\_

**RESERVE REPLACEMENT AREA<sup>3</sup>:**

Was a reserve replacement area identified on the originally permitted site plan? Yes  No

Has the reserve replacement area been compromised in any way? Yes  No

Is a reserve replacement area identified on the current site plan? Yes  No

Comments/Recommendations: \_\_\_\_\_

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<sup>3</sup> Required to be identified when 1) a structure is relocated, 2) a structure will increase in footprint size, or 3) additional structures are proposed.

**CONDITIONS FOR USE OF SEPTIC SYSTEM:**

The following conditions apply or must be satisfied prior to use of overall septic system:

- Replace entire septic system (septic permit required from Permit Sonoma)
- Replace dispersal system (septic permit required from Permit Sonoma)
- Repair dispersal system (septic permit required from Permit Sonoma)
- Replace septic tank (septic permit required from Permit Sonoma)
- Replace sump tank (septic permit required from Permit Sonoma)
- Replace pretreatment unit (septic permit required from Permit Sonoma)
- Replace or repair electrical components (electrical permit required from Permit Sonoma)
- Replace or repair minor appurtenant septic system components (no permit required from Permit Sonoma)
- Reserve replacement area adequate
- Septic system is acceptable for rebuilding in original building footprint **only**
- The existing septic system is suitable to be used for temporary housing purposes (temporary housing permit required from Permit Sonoma to place and use temporary housing units)
- Other: \_\_\_\_\_

Comments/Recommendations: \_\_\_\_\_

**QUALIFIED PROFESSIONAL STATEMENT:**

*"I have evaluated the existing septic system and find it to be acceptable for the proposed use with the conditions listed above. I certify that I have observed the replacement of any septic system components that did not require a septic permit and/or have included documentation of replacement of applicable appurtenant components. The septic system may not meet current septic system requirements but was repaired to documented or assumed original design standards. Due to limited ability to test or make observations of systems on some sites, no guaranty of future system functionality is implied. Assumptions have been documented but not guaranteed."*



Professional Seal (if applicable)

Name of Qualified Professional \_\_\_\_\_

Signature of Qualified Professional \_\_\_\_\_ Date \_\_\_\_\_

License/Registration Number \_\_\_\_\_ License/Registration Expiration Date \_\_\_\_\_

**TO BE COMPLETED BY PERMIT SONOMA STAFF**

Existing septic system may be used as proposed based on evaluation by Qualified Professional: Yes  No

Requirements to be met prior to use of existing septic system:

- None  Repair or replace components identified by Qualified Professional (no permit required)
- Obtain a permit to repair \_\_\_\_\_
- Obtain a permit to replace \_\_\_\_\_
- Other: \_\_\_\_\_

Existing septic system may be used for temporary housing: Yes  No

Existing septic system may be used for permanent housing: Yes  No

- Approved for \_\_\_\_\_ bedrooms or \_\_\_\_\_ gallons per day
- Approved for rebuilding in original building footprint only

Evaluation reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_ Activity #: \_\_\_\_\_