

How to Apply for a Building Project Review in the Public Health Permit Center

Building Project Review (BPR) approval is required **before** most building permits can be issued so that Public Health—Seattle & King County (Public Health) can review the project for any impacts to your septic system.

HINT: Ctrl + click the section titles below to be directed to the corresponding page.

Table of Contents

OSS Building Project Types, Required Documentation, & Fees	2
1. Public Health OSS – Building Project Review	2
2. Public Health OSS – Change of Use Review	3
3. Public Health OSS – Building Project Review (Minor)	4
This is a reduced fee application that requires an approved as-built and a current operations and maintenance inspection (dated within the past 12 months).	4
Before You Begin.....	6
How to Apply	6
Tracking Your Application Progress	11
Tips & Reminders	11
Appendix A: How to Tell if You Have an Approved Record Drawing	12
Step 1: Search for Your Septic Records	12
Step 2: Identify a Record Drawing	12
Step 3: Upload to PHPC	12
Identifying an Approved Reserve Area	12
Important Note on Reserve Areas	12
Appendix B: Site Plan Requirements	14
Frequently Asked Questions	15

OSS Building Project Types, Required Documentation, & Fees

1. Public Health OSS – Building Project Review



Public Health OSS – Building Project Review

Category Name:
Buildings on Septic

Description:

Use this application for projects where there is no approved as-built with reserve area, or if the project does not qualify for the Public Health OSS – Building Project Review (Minor) application. Relevant projects include interior remodels or additions (greater than 250 sq. ft.), detached buildings with plumbing, deck construction without an approved as-built, etc.

IMPORTANT NOTE: If proposing an additional bedroom (i.e., a room with a door, a closet, and a window) or kitchen (i.e., an area within a building intended for the preparation and storage of food and containing a sink), STOP. Call 206-477-8177 first to see if a designer is necessary. The application will be denied, and the fee will be forfeit if the septic system does not have the capacity.

Apply

Eligible Projects

- Any building project that does not qualify for a **Building Project Review (Minor)** application
- Conversion of garage or shop to living space
- Deck construction without an approved OSS record drawing
- General interior remodel or addition to an existing home (may also be used for pools with no approved record drawing or reserve area)
- Mobile home replacement
- Any new building without an approved OSS record drawing
- Any new building with plumbing

This application is a 2-step process:

→ Total Fee: \$788

- **Step 1:** Application Intake Fee \$338
- **Step 2:** Plan Review Fee \$450

The Intake Fee covers screening only. Staff will confirm that required documents are submitted and identify issues that may require a licensed OSS designer or professional engineer before the full fee is paid. If the application passes screening, the \$450 Plan Review Fee will be added and full review will begin after the invoice has been paid.

Required Documents at Intake

- Proposed floor plan if adding new development with no connection to septic
 - Existing **and** proposed floor plans for the entire residence, *if interior space is being modified or a new structure is being connected to the system*
- Detailed site plan (see [Appendix B](#))

Required AFTER Intake, but BEFORE Plan Approval

- Current maintenance inspection report dated within the past 12 months. **PLEASE NOTE: A pump out is NOT the same as a maintenance inspection.**

Additional Documents That May Be Required

- Easements or covenants affecting the property or drainfield
- Reserve area designation by a licensed OSS designer or professional engineer, including soil logs
- Certificate of Sewer Availability. Required if property is located within an Urban zoned area and within 200 feet of public sewer
- OSS locate or site sketch from a licensed maintenance provider if no approved record drawing exists

2. Public Health OSS – Change of Use Review



Public Health OSS – Change of Use Review

Category Name:
Buildings on Septic

Description:

Use this application if you are on a septic system and are proposing a residential-to-commercial change of use, or commercial-to-commercial change of use project. Please note that most of these changes typically require a connection to public sewer or a new septic system if feasible. Please call and leave a message on our customer service line if you have any questions, 206-477-8177.

IMPORTANT NOTE: In many cases, a septic system meeting current standards or a connection to public sewer will be required for change of use scenarios. Before applying call 206-477-8177 and leave a message about your project. One of our Sanitarians will return your call to discuss next steps.

Apply

Eligible Projects

- Residential-to-Commercial Change of Use
 - i.e. residence to daycare, assisted living facilities
- Commercial-to-Commercial Change of Use
 - i.e. change of owner, change of menu, change of business model

This application is a 2-step process:

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Required Documents

- Current maintenance inspection report dated within the past 12 months. **PLEASE NOTE: A pump out is NOT the same as a maintenance inspection**
- Approved OSS record drawing (see [Appendix A](#))
- A detailed description of the business and proposed changes

- Existing and proposed floor plans for the entire residence, *if interior space is being modified or a new structure is being connected to the system*
- Detailed site plan (see [Appendix B](#))

3. Public Health OSS – Building Project Review (Minor)



Public Health OSS - Building Project Review (Minor)

Apply

Category Name:
Buildings on Septic

Description:

This is a reduced fee application that **REQUIRES**:

- 1) An APPROVED as-built with reserve area and
- 2) A non-deficient maintenance inspection from within the past 12 months

Use this application for minor remodels or additions (<250 sq. ft.), detached buildings with NO plumbing, pools/spas, & deck construction.

This application **REQUIRES** an approved as-built with a reserve area, and a **NON-DEFICIENT** maintenance inspection from within the past 12 mos. Applications submitted without these items will be **DENIED**, the fee forfeit, and a new application required.

IMPORTANT NOTE: If proposing an additional bedroom (i.e., a room with a door, a closet, and a window) or kitchen (i.e., an area within a building intended for the preparation and storage of food and containing a sink), **STOP**. Call 206-477-8177 and leave a message first to see if a designer is necessary. The application will be denied, and the fee will be forfeit if the septic system does not have the capacity.

This is a **reduced fee** application that **requires** an approved as-built **and** a current operations and maintenance inspection (dated within the past 12 months).

Eligible Projects

- Minor interior remodel or addition under 250 square feet for a home with an approved OSS record drawing dated January 2000 or later
- Pools/spas with approved record drawing and reserve area
- Deck construction with an approved OSS record drawing
- New building with no plumbing with an approved OSS record drawing with a designated reserve area.
- **Fee: \$338 (one time)**

All required documents must be submitted at the time of application. If the application is incomplete, it will be rejected and new application and fee will be required. If you need assistance determining whether you have an approved OSS record drawing with a reserve area, please call us at 206-477-8177.

Required Documents

- Current maintenance inspection report dated within the past 12 months. **PLEASE NOTE: A pump out is NOT the same as a maintenance inspection**
- Approved OSS record drawing (see [Appendix A](#))
- Proposed floor plan if adding new development with no connection to septic

- Existing **and** proposed floor plans for the entire residence, *if interior space is being modified or a new structure is being connected to the system*
- Detailed site plan (see [Appendix B](#))

Incomplete applications will be rejected and a new application and fee will be required.

Please note: Applications rejected while under review in the initial application review process are not eligible for appeal. These reviews are meant to verify application completeness and to identify conditions which would require the involvement of a licensed OSS designer or engineer before the full fee is paid.

If the application was rejected as requiring a designer or engineer, and you would like the opportunity to appeal, you may request to pay the remaining balance of the application fee (\$450) and move forward with the full inspector review.

Once a full review has been completed, the final decision may be appealed in accordance with the established appeal process.

Before You Begin

Each application has specific documentation requirements. **Submissions that are incomplete, or do not contain all required documents will be rejected and a new application and fee will be required.**

Select Public Health OSS – Building Project Review or Change of Use Review. Please thoroughly review pages 2-4 for a full list of application types and required documents.

Commonly required documents include:

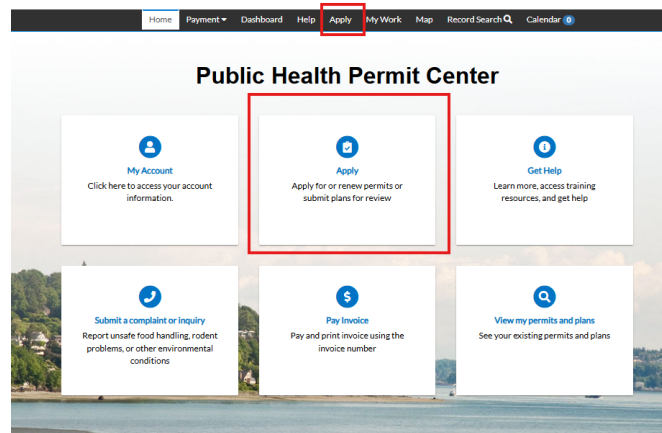
- A current septic system maintenance inspection report. *For the purpose of Building Project Reviews, an inspection is considered current if it is dated from within the past 12 months.* Contact a [county-certified maintainer](#) to get your system inspected. See if you qualify for a [maintenance rebate!](#)
- An approved OSS Record Drawing/As-built or site sketch (see [Appendix A](#) for more information).
- For interior remodels, additions, or if proposing a connection to the septic system, existing and proposed floor plans for every level of the structures, is required to review septic system capacity. This includes areas that construction is not taking place in.
- A detailed site plan that includes the septic system layout, utilities, and reserve areas (see [Appendix B](#)).

How to Apply

Note: To apply, you first need to be logged into the [Public Health Permit Center](#) (PHPC). For detailed instructions on registering for an account, see [How to Use the Public Health Permit Center](#). **If you are not the property owner, the property owner must create an account and provide you with the email that they used.** You will then be able to add them as a contact on the application.

Prior to uploading documents, you can save your application as a draft to easily come back and finish it later. The documents will be lost if you close the application after uploading them. We recommend waiting to upload documents until you are ready to submit the application.

- **Find Draft Applications:** If you saved your work, log back into PHPC > click your name (top right) > select **Saved Work**.
1. Select **Apply** and search for the correct Application type.



2. **Search for the correct Application type.** (See pages 2-4)
3. **Add your property location.**

Click the + sign, search by address or parcel number, check the box, then click **Add**.

Home
Payment
Dashboard
Help
Apply
My Work
Map
Record Search
Calendar

Apply for Plan - Minor Interior Remodel and/or Addition (less than 250 sq ft.) for Home with Approved OSS Record Drawing dated Jan. 2000 or later
REQUIRED

1
2
3
4
5
6
7

Locations
Type
Contacts
More Info
Attachments
Signature
Review and Submit

LOCATIONS

For properties with an existing address, enter the address number and street name only. Tip: If search results do not include the property, check for typos in the address or misspelling of the street name.

Location
Add Location
+
REQUIRED

Create Template
Save Draft
Next

King County
Beau Williquette

Home
Payment
Dashboard
Help
Apply
My Work
Map
Record Search
Calendar

Add Address As
Location
Back to Application

SEARCH
ENTER MANUALLY

14350 SE Eas
Add

14350 SE EASTGATE WAY
Parcel: 1024059050
Owner: KING COUNTY-FMD PUB HEALTH

CHECK THIS BOX

4. Provide instructions for access.

Enter clear instructions for accessing the property. (i.e. “gate code is 1234”, “dogs are friendly”, “call for access”)

Home Payment Dashboard Help Apply My Work Map Record Search Calendar

Apply for Plan - Minor Interior Remodel and/or Addition (less than 250 sq ft.) for Home with Approved OSS Record Drawing dated Jan. 2000 or later **REQUIRED**

Locations Type Contacts More Info Attachments Signature Review and Submit

PLAN DETAILS

In the description field, please add all location instructions or access explanation. Appropriate examples to include are: "Gate Code is 1234. Dogs on property." If none, please add NA.

* Plan Type Minor Interior Remodel and/or Addition

* Description Please ignore the rooster, he thinks he owns the place.

Back Create Template Save Draft Next

5. Add contacts.

You will automatically be listed as the applicant. Have the property owner [create an account](#) in the PHPC and provide you with the email address that they used to create the account. The same contact can be listed in multiple roles (i.e. applicant and property owner).

Locations Type Contacts More Info Attachments Signature Review and Submit

CONTACTS

Contacts will have easy access to check the status of the application, submit documents, and pay outstanding fees online.

You have been listed as the Applicant by default. Follow the prompts to add any additional contacts related to this application.

- When you use the search bar, it checks to see if contact already exists in the system. Ensure correct spelling while searching by email address or contact name.
- If the contact was not found through your search, please click Enter Manually and carefully enter name and contact information. One phone number is required, and an email address is highly recommended.
- If multiple contact types are required and you are using the same person for both contact types, you need to add that contact twice.

When finished adding contacts, click Next.

Applicant
Beau Williquette (You)
1234 Seattle st

Property Owner
Add Contact
REQUIRED

Select Type
Add Contact

Back Create Template Save Draft Next

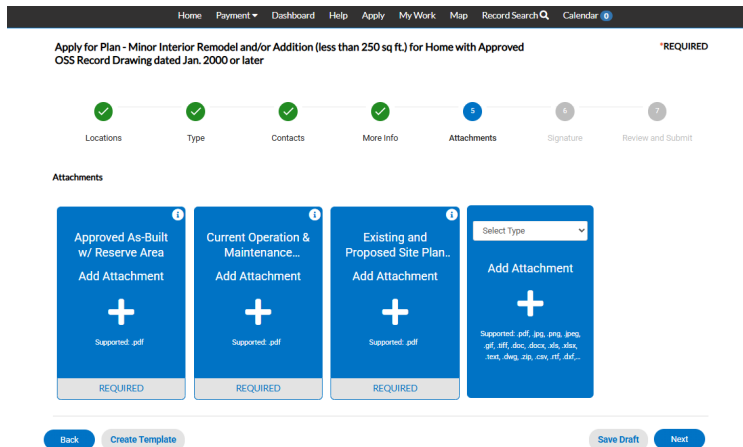
6. Provide project details.

Fill out all required fields (marked with a red asterisk). Examples of information you may be asked for include:

- Age of the house
- A description of the proposed project, be thorough
- Existing square footage and proposed additional square footage
- Number of existing bedrooms and proposed new bedrooms
- Whether there are detached buildings on the property
- Whether any detached buildings have plumbing
- Distance to nearest public sewer
- Additions or repairs to on-site sewage system
- Water supply

7. Upload required documents.

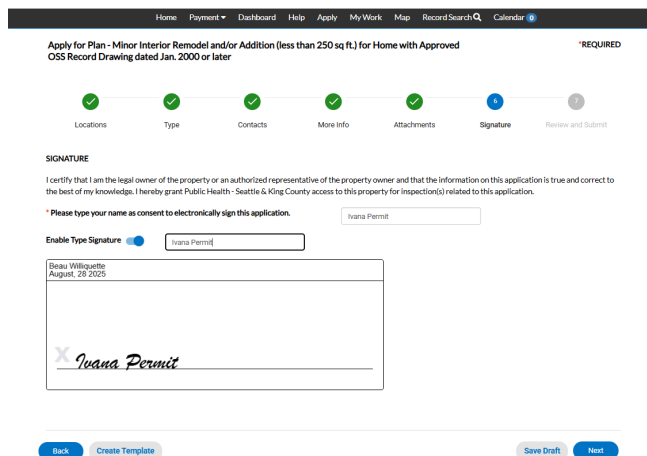
Attach all required reports and plans. You may add additional documents if helpful.



The screenshot shows the 'Attachments' step of a permit application process. At the top, a navigation bar includes links for Home, Payment, Dashboard, Help, Apply, My Work, Map, Record Search, and Calendar. Below this, a progress bar indicates the current step is 'Attachments' (step 5), with previous steps (Locations, Type, Contacts, More Info) marked as complete and the next step (Signature) marked as required. The main section, titled 'Attachments', contains four blue boxes, each with a plus icon and the text 'Add Attachment'. The first three boxes are labeled 'Approved As-Built w/ Reserve Area', 'Current Operation & Maintenance...', and 'Existing and Proposed Site Plan...', all marked as 'REQUIRED'. The fourth box is labeled 'Select Type' and lists supported file formats: pdf, jpg, png, jpeg, gif, wmf, docx, xls, xlsx, ppt, doc, zip, rar, rtf, ddt. At the bottom, there are buttons for 'Back', 'Create Template', 'Save Draft', and 'Next'.

8. Sign electronically.

Type or draw your signature.



The screenshot shows the 'Signature' step of the permit application process. The navigation bar and progress bar are identical to the previous step. The main section, titled 'SIGNATURE', contains a certification statement: 'I certify that I am the legal owner of the property or an authorized representative of the property owner and that the information on this application is true and correct to the best of my knowledge. I hereby grant Public Health - Seattle & King County access to this property for inspection(s) related to this application.' Below this, there is a text input field for the user's name, which is currently 'Ivana Permit'. A checkbox labeled 'Enable Type Signature' is checked. Below the checkbox, there is a text input field for the signature, which is currently 'Ivana Permit'. At the bottom, there are buttons for 'Back', 'Create Template', 'Save Draft', and 'Next'.

9. Review and submit.

Double-check your information. Click **Submit** when ready.

A confirmation screen will appear showing the applicable fees. **Note: Your application WILL NOT BE REVIEWED until fees are paid.** To pay immediately, click **Add to Cart**. If an individual other than the applicant will be paying later, click on **Continue to Plan** to be directed to the Application Summary Page, and note the Plan Number at the top of the screen for reference (i.e. **OSS-BLDG-...**), this is the Record ID for the application.

Within the Application Summary Page, you will see a tab called **Fees**, click on this tab and note the invoice number (i.e. **INV-#####**), which can be paid by anyone by entering the number in the [Pay Invoice](#) tab on the home screen of the [Public Health Permit Center](#).

Home Payment Dashboard Help Apply My Work Map Record Search Calendar

✔ Your application was successfully submitted!

In order for your application to be reviewed for completion, all fees must first be paid. Please click "Add to Cart" in the fee card, then go to the cart to make a payment. You can check the status of the application in Civic Access at any time. Log in to Civic Access, click on "My Work" on the top navigation bar, select "My Plans", then search by parcel, address, plan number, or application date.

Continue to plan

Fees

\$408.00

View Details Add to Cart

Public Health Permit Center

Login or Register
Log in or create an account

Apply
Apply for or renew permits or submit plans for review

Get Help
Learn more, access training resources, and get help

Submit a complaint or inquiry
Report unsafe food handling, rodent problems, or other environmental conditions

Pay Invoice
Pay and print invoice using the invoice number

View my permits and plans
See your existing permits and plans

Your application will not be reviewed until fees are paid.

Tracking Your Application Progress

- From the application summary screen, you can:
 - See required actions, resubmittals, or reinspections
 - Upload additional documents under the **Attachments** tab
 - Add additional contacts under the **Contacts** tab
 - View related inspections and sub-records
 - Find your assigned inspector and review status

Home Payment ▾ Dashboard Help Apply My Work Map Record Search 🔍 Calendar 📅

Plan Number: OSS-BLDG-0000560-2025

Plan Details | Tab Elements | Main Menu

Type: Minor Interior Remodel and/or Addition (less than 250 sq ft.) for Home with Approved OSS Record Drawing dated Jan. 2000 or later	Status: In Review	Project Name:
Applied Date: 08/28/2025	Expiration Date:	
District: N/A	Assigned To: Williquette, Beau	Completion Date:
Description: Please ignore the rooster, he thinks he owns the place.		

Summary Locations Fees Reviews Inspections Attachments Contacts Sub-Records More Info

Progress

17% Completed

Completed
In Progress
Not Started

Fees

\$0.00

View Details

Workflow

- Assign Plan Reviewer - Passed : 08/28/2025
- Conduct Office Building Application Review - Started - Scheduled for 09/29/2025
- Verify Parent Record Information is Accurate
- Conduct Field Inspection -
- Document List of Conditions
- [PLACEHOLDER] Generate Building Application Approval Report

Available Actions

No Actions

Tips & Reminders

- Fees must be paid before review begins.
- Make sure your uploaded documents are clear and complete.
- If an inspector requests additional information, upload it under **Attachments** in your application summary.
- Save your Plan Number (i.e. **OSS-BLDG-...**) for reference.

Appendix A: How to Tell if You Have an Approved Record Drawing

Step 1: Search for Your Septic Records

1. Go to the King County septic records map: [Septic & Group B Records](#).
2. Enter your **address** or **parcel number**.
3. Select your parcel to view associated septic permitting records.

Step 2: Identify a Record Drawing

When reviewing the septic permitting records for your parcel, look for a document labeled:

- “(yyyy-mm-dd) **Asbuilt**” for most systems, or
- “(No Date) **Unindexed**” for older systems.

An **approved record drawing** will have:

- A cover letter titled “**As-Built Sewage Disposal Plan**”
- A drawing stamped or signed by a licensed OSS designer or professional engineer, and
- Stamped or signed by Public Health – Seattle & King County (Public Health) with the words “**As-Built**”

Step 3: Upload to PHPC

Once you locate your approved record drawing:

1. Save a copy of the PDF to your computer.
2. Log into the **Public Health Permit Center (PHPC)**.
3. During your Building Application, upload the document under the **Attachments** section.

Identifying an Approved Reserve Area

Every septic system must have a reserve area, which is a designated backup location for a replacement drainfield if the primary system fails.

- **Newer systems:** The reserve area is clearly labeled on the record drawing, usually with the type of system specified.
- **Older systems:** The reserve area may be labeled only as “**reserve area**” without details.
- **Very old systems:** The reserve area may not appear at all on the record drawing. In these cases, there may not be a reserve area, or it may be shown only on the original site application design plans.

If the reserve area is missing from your record drawing:

- Combine the **approved record drawing** and the **site application page showing the reserve area** into a single PDF before uploading it in PHPC.

Important Note on Reserve Areas

If the reserve area shown on your documents has been impacted by development or if setbacks have not been maintained, it is no longer considered an approved reserve area. In this case, you may need to work with a **licensed On-Site System (OSS) designer** or **professional engineer** to designate a new reserve area

and provide soil logs for review. You can contact the Septic Expert at 206-477-8177 for more guidance on what to do in this scenario.

Appendix B: Site Plan Requirements

- A 1"=20' scale **or** 1"= 30' scale is used and the parcel plot plan is 11" x 17" or smaller
- Entries on the plot plan are legible
- A North arrow is indicated on the plan
- Property and easement lines are shown, (specific lengths are indicated)
- Direction(s) of surface drainage is/are shown
- The plans show all existing structures present on the site, including all outbuildings and connections to the septic system, **existing and proposed**
- Plan shows the location of existing wastewater tank(s) – (e.g. septic tanks, pre-treatment tanks, dosing/pump tanks, containment vessels)
- Plan shows the location of existing sand filter(s), if present
- Location of the primary sewage disposal area (e.g. drainfield, mound, up-flow sand filter) is shown
- Location of the designated reserve sewage disposal area is shown, if present
- Location of other septic components are shown (e.g. tightlines, d-box, pressure lines)
- *Existing Horizontal Separations (e.g. the proposed addition setback to sewage system components)*

The above scaled site plan depicts the accurate locations(s) of all the following:

- Driveways and parking areas
- Wells, other water sources – show a 100' radius for each well location
- Abandoned wells
- Water supply lines, **existing and proposed**
- Drainage features (e.g. footing drains, curtain drains, drainage ditches)
- Cuts, banks, areas of filled terrain
- Retaining walls
- Surface water, streams, bodies of water
- Seasonal water
- Stormwater containment, dispersion and infiltration components, **existing and proposed**
 - **Note:** most stormwater components require a 100-ft setback to septic components

Frequently Asked Questions

My septic system was approved over 30 years ago; will I have to replace my septic system?

BOH Title 13 requires existing buildings or structures undergoing additions, alterations, or improvements to be served by a septic system that complies with current requirements. However, the health officer may waive this requirement when the proposed work meets specific criteria established in BOH Title 13.

To qualify for a waiver, the proposed work must be compatible with the existing septic system and must not adversely impact the system or its reserve area, affect the system's ability to adequately treat sewage over the remaining useful life of the building, or adversely affect the system's continued ability to protect public health, surface water quality, or groundwater quality.

The age of the septic system is one consideration, but it does not by itself determine whether replacement is required. When reviewing a building application, the county evaluates the proposed project, the existing septic system, add the conditions of the property to determine whether the criteria for a waiver are met.

Factors considered may include:

- The condition and maintenance history of the existing septic system;
- The records available to establish how the system was designed and constructed, including its size, location, and components;
- Whether the available records provide sufficient information to evaluate the system's current and future capacity;
- The size and location of the septic drainfield and reserve area;
- Whether the system is adequately treating sewage and protecting public health and water quality;
- The history of inspections, repairs, and other maintenance activities;
- The proposed use of the building and the scope of the proposed work;
- Available area and feasibility for repair or replacement;
- Required setbacks; and
- Other site-specific conditions that may affect the continued operation of the system.

Because every property and septic system is different, there is no automatic determination based solely on the age of the system or the type of project. Two properties with similarly aged septic systems may receive different determinations because the available records, condition and performance of their systems, site conditions, or proposed projects are different.

My property does not have an approved as-built; will I have to replace my system?

Possibly, depending on the scope of the project. If there is no approved as-built for the property, the county may not have a record of the standards to which the system was built, the size of the system, or, in some cases, even the location of the system.

For certain projects, not having an approved as-built may prevent approval of the building application. Interior remodel projects, residential additions, or new connections to the septic system generally require a conforming system.

Deck builds or rebuilds, outbuildings without plumbing, or construction of a pool are examples of projects that may not require an approved as-built. In these cases, we may be able to accept a site sketch from a certified on-site system maintainer.

The reviewing inspector will consider the available information and site-specific factors, which may include available land area, setbacks, septic system replacement feasibility, system condition, and maintenance history, when making a determination.

Why can't you tell me whether my project will be approved before I submit my application?

Every property and septic system is different. The county must review the proposed project together with the existing septic system and the conditions of the property. There is not a single set of criteria that can be applied to every property or project.

The review may include the location, size, condition, and maintenance history of the existing system; the proposed use of the building; available area for repair or replacement; required setbacks; the approved source of water; and other factors that may affect the system's ability to continue protecting public health and water quality.

For this reason, staff may be able to provide general information about what will be considered, but a determination about a specific project generally cannot be made until the application and available site information have been reviewed. If you have questions about project feasibility, we may be able to help you narrow it down call the Sanitarian of the Day at 206-477-8177 and leave a message with the property address and scope of your project. We will give you a call back and may be able to give you a better idea.

Does the type of remodeling project affect whether my septic system can remain in place?

Yes. The scope and purpose of the proposed project are important factors in the review. A project that increases or changes the use of a building, adds a new connection to the septic system, increases the building footprint, proposes floor plan reconfigurations, or otherwise affects the operation of the system may require a more detailed evaluation than a project that does not affect wastewater generation or the septic system.

The county will evaluate whether the proposed project is compatible with the existing system and whether the system can continue to adequately treat sewage over the remaining useful life of the building.

What happens if there is limited room on my property, no reserve area, or no space for a replacement system?

Limited space for a replacement system is one factor the county may consider during review, but it does not by itself determine the outcome of every application.

Depending on the project and the existing system, the county may consider the feasibility of repairing or reconstructing the existing system, available area for a reserve, setbacks, system condition, availability of public sewer, and other site-specific factors. In some cases, a reserve area may need to be designated, or a connection to sewer may be required, for project approval.

Does a deficient septic inspection automatically mean I have to replace my system before I can complete my project?

Not necessarily. The effect of a failed or deficient inspection depends on the nature of the deficiencies, the proposed project, and whether the existing system can continue to function adequately and protect public health and water quality.

The county may need additional information or may require repairs, further evaluation, or other corrective action before determining whether the proposed project can be approved.

What information does the county consider when reviewing my building application?

The county reviews the proposed project and its compatibility with the existing septic system. Depending on the circumstances, the review may consider:

- The location and size of the septic soil absorption system (drainfield);
- The location of the septic system in relation to the foundation and other existing improvements;
- The proposed use of the building and the scope of the remodeling;
- The condition and maintenance history of the existing septic system;
- The ability to repair or reconstruct the existing system;
- Available land area and potential reserve area;
- Required setbacks;
- The approved source of water; and
- Other site-specific conditions that may affect the continued operation of the system.

Why did my neighbor receive a different determination for a similar project?

A similar project does not necessarily mean that two properties have similar septic systems or site conditions. Differences in the size, location, condition, age, maintenance history, available land area, setbacks, water source, or other characteristics of the property may affect the review.

The county evaluates each application based on the specific property, existing septic system, and proposed project. As a result, the outcome for one property should not be assumed to apply to another.

Is there a checklist that tells me exactly what I need to do to get my project approved?

There are requirements that apply to different types of projects, but there is not a checklist that can account for every possible property and septic system configuration.

The purpose of the review is to determine whether the proposed project is compatible with the existing septic system and whether the system can continue to adequately treat sewage and protect public health and water quality. Because site conditions vary, additional information or actions may be necessary depending on what is found during the review.

What does “site-specific review” mean?

A site-specific review means that the county evaluates the individual characteristics of your property, existing septic system, and proposed project rather than applying a single rule to every property.

The requirements of BOH Title 13 establish the standards for this review, but the circumstances of each property are different. The health officer may consider multiple factors when determining whether an existing septic system can continue to serve a building undergoing remodeling, alteration, repair, or improvement.

The bottom line: There is rarely a simple “yes” or “no” answer based on the age of your septic system, the type of project, or the presence or absence of an as-built. The county evaluates the available information and the specific circumstances of each property and project before making a determination.