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**EL PASO COUNTY PLANNING AND
COMMUNITY DEVELOPMENT
DEPARTMENT**

WASTEWATER DISPOSAL REPORT CHECKLIST

Revised: October 2023

Wastewater Disposal Report Requirements
<p>The purpose of the wastewater disposal report is to establish the wastewater disposal provisions at the sketch plan or preliminary plan stage of subdivision development and ensure conformance of wastewater disposal with this Code at the time of approval of the final plat. All sketch plans, preliminary plans, and final plats submitted for review shall be accompanied with a wastewater disposal report. The requirements of the preliminary plan report shall not be deferred or postponed until the final plat application. The report shall be in conformance with Section 8.4.8 of the Land Development Code.</p>
Report Content
Sketch Plan Report
<p>The following information shall be included in the wastewater report submitted with the sketch plan application</p> <ul style="list-style-type: none"> <input type="checkbox"/> Map showing relative location of point of connection to an existing system; <input type="checkbox"/> Map showing relative location of the existing or proposed treatment facility; <input type="checkbox"/> Estimate of projected population, units, and density, as related to wastewater production on an average daily basis; <input type="checkbox"/> Capacity of the existing treatment plant and current utilization; <input type="checkbox"/> Anticipated capacity of any proposed treatment plant; and <input type="checkbox"/> Letter of commitment from the wastewater provider proposed for service, with identification of whether the sketch plan area is within the service boundaries of the proposed provider.
Preliminary Plan Report
<p>The following information shall be included in the wastewater report submitted with the preliminary plan application:</p> <ul style="list-style-type: none"> <input type="checkbox"/> All items required to be included with the sketch plan report; and <input type="checkbox"/> Letter of commitment from the wastewater provider proposed for service, which includes whether the preliminary plan area is within the service boundaries of the proposed provider, and a statement by the wastewater provider that adequate capacity exists or will exist in order to provide service.
Final Plat Report
<p>The following information shall be included in the wastewater report submitted with the final plat application:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Unless previously provided with a preliminary plan application for the property, all items required to be included with the sketch plan report; and <input type="checkbox"/> Unless provided with the preliminary plan, a Letter of Commitment from the wastewater provider proposed for service, which includes information indicating that the land has been included into the boundaries of the provider's service area, or that contractual arrangements for service have been met.
OWTS Report
<p>The following shall be fully addressed in or submitted with an OWTS Report. These requirements may be updated from time to time by EPCPH without corresponding amendments to this Code being approved. Any such updates by EPCPH shall control. The EPCPH may require the subdivider to submit additional engineering or geological applicant reports or data and to conduct a study of the economic feasibility of service by central sewage system prior to making its recommendations, which may be updated from time to time by EPCPH without.</p> <ul style="list-style-type: none"> <input type="checkbox"/> A map, drawn at the same scale as the preliminary plan, locating all lots, drainage-ways, floodplains, slopes in excess of 30%, surface and sub-surface soils hazards and constraints, natural and cultural features, geologic hazards and constraints, depth to bedrock, water table depth, current and historic land use, and other hazards; <input type="checkbox"/> Soil conditions, NRCS soils classification, slope of the terrain, underground water table, subsurface rock, and limitations on site location of the system; <input type="checkbox"/> Conditions which may cause deleterious effects to systems in the area, such as runoff or irrigation; <input type="checkbox"/> The availability of a central sewage system and the feasibility of inclusion into the system; <input type="checkbox"/> The proximity of water wells, lakes, streams, irrigation ditches, ponded water, and other water sources in the area being subdivided; and <input type="checkbox"/> Soils investigation, including the following: <ul style="list-style-type: none"> Visual and tactile evaluation of 2 or more soil profile test pit excavations must be conducted to determine soil type as well as to determine whether a limiting layer is encountered;



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	In addition to the 2 soil profile test pit excavations, percolation testing may be conducted to obtain additional information regarding the long-term acceptance rate of the soil;
	If the site evaluation includes both the visual and tactile evaluation of soil profile test pit excavations and percolation tests, and the results from these 2 evaluations do not coincide with the same LTAR (Long Term Acceptance Rate) as noted in Table 10-1 of the EPCPH Regulations, the designer must use the more restrictive LTAR in determining the size of the soil treatment area as listed below:
	Evaluation of 2 or more soil profile test pit excavations must be performed to determine soil types, limiting layers, and best depth for the infiltrative surface, unless otherwise approved by EPCPH. (At least 1 of the soil profile test pit excavations must be performed in the portion of the soil treatment area anticipated to have the most limiting conditions).
	The total number of soil profile test pit excavations required is based on the judgment of the competent technician who may require an additional soil profile test pit excavation in the area of the proposed alternate soil treatment area if deemed necessary.
	The minimum depth of the soil profile test pit excavation must be to any limiting layer, or 4 feet below the infiltrative surface of the in-situ soil, whichever is encountered first.
	Layers and interfaces that interfere with the treatment and dispersal of effluent must be noted. Thus, any limiting soil characteristic such as consistence also needs to be evaluated. The evaluation of consistence may also include an evaluation of excavation difficulty, rupture resistance, and/or penetration resistance.
	The soil observations must be conducted at or immediately adjacent to the location of the proposed soil treatment area, but if possible, not under the final location of a trench or bed.
	Each soil profile test pit excavation observed at the proposed soil treatment area must be evaluated under adequate light conditions with the soil in an unfrozen state.
	The soil observation method must allow observation of the different soil horizons that constitute the soil profile.
	Soil profile test pit observations must be conducted prior to percolation tests to determine whether the soils are suitable to warrant percolation tests and, if suitable, at what depth percolation tests must be conducted.
	The soil type at the proposed infiltrative surface of the soil treatment area or a more restrictive soil type within the treatment depth must be used to determine the long-term acceptance rate from Table 10-1 or Table 10-1A. The treatment depth is 2 to 4 feet depending on the required thickness for the treatment level below the infiltrative surface from Item 4. Table 7-2.
	Soils data, previously collected by others at the site can be used for the purposes of an OWTS design at the discretion of EPCPH. It is recommended that the data be verified, at a minimum, by performing an evaluation of a soil profile test pit excavation.
<input type="checkbox"/>	Soil descriptions for determination of a limiting layer must include:
	The depth of each soil horizon measured from the ground surface and a description of the soil texture, and structure of each soil horizon;
	Depth to the bedrock;
	Depth to the periodically saturated soil as determined by:
	Redoximorphic features and other indicators of water levels, or
	Depth of standing water in the soil observation excavation, measured from the ground surface, if observed, unless redoximorphic features indicate a higher level.
	Any other soil characteristic that needs to be described to design a system, such as layers that will restrict permeability.
	Additional Requirements for Lot Sizes Between 2½ and 5 Acres
<input type="checkbox"/>	Soil Investigation conducted for no fewer than 20% of the total number of lots in the filing. Investigation shall be evenly dispersed over the project area. In cases in which unique geologic, topographic, or soils conditions, such as depth to bedrock, depth to groundwater, slopes in excess of 30 percent, etc. are found, additional tests may be required by EPCPH; and
<input type="checkbox"/>	An analysis of the availability of a central sewage system and the feasibility of service by a central sewage system. If there is a central sewage system within 1 mile of the proposed subdivision, or if the subdivision is within an organized sewage district or municipal service area, the applicant shall submit documentation that the district or municipality is incapable of serving the site or that the costs of service are prohibitive.



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Additional Requirements for OWTS on Lots Within 400 Feet of a Sewer Line. Pursuant to Chapter 8, On-Site Wastewater Treatment Systems (OWTS) Regulations, of the Regulations of the El Paso County Board of Health. A permit to construct, alter, modify or repair an OWTS may be denied by EPCPH if a municipal or sanitation district sewer mainline exists within 400 feet, as measured by way of public access or legal easement, to any part of the applicant's property, and if the municipality or district agrees to provide sewer service. EPCPH shall only approve an OWTS permit for a property that is subject to connection to sanitary sewer if all OWTS installation criteria can be satisfied, and the applicant can provide evidence that the municipality or district does not expressly object to the OWTS installation. If, as a condition of service, an annexation of the property to a different political entity is required, connection to the community sewer is not required by EPCPH.