
From: Kat McGarvy
Sent: Friday, December 1, 2023 8:52 PM
Subject: OWTS Industry Update: 12.1.2023
Attachments: Inspection Calendar - Decemeber.pdf; 2024 OWTS Fee's.pdf
Importance: High

Greetings Industry Partners,

Please read below for important end of year updates and information. As always please let me know if you have any questions.

OWTS Application 2023 submission deadline:

- Due to system updates OWTS applications will not be accepted after close of business as noted.
 - o **December 21, 2023:** Last day to submit OWTS Permit application until January.
 - o **December 21, 2023:** Last day to submit OWTS Property Sale Acceptance Document Applications until January.

OWTS Fee's effective January 1, 2024:

- OWTS Fee's presented to the board were approved in October and will become effective January 1, 2024.
- **OWTS Fee's attachment to this email provides information on what is included with each fee.**
 - o This will be posted on our website prior to January 1, 2024.
- Important notes and updates regarding fees below:
 - o Existing Fees:
 - Fees have increased in accordance with time and EPCPH costs associated, as a reminder state statute allows the OWTS program to only recoup the cost of completing the service.
 - Important notes on updated existing fees:
 - Reinspection fee:
 - o This fee is a substantial increase and a direct reflection of the amount of time reinspection take in addition to the number which must be conducted a 2ND or 3RD time.
 - o Systems requiring O&M:
 - EPCPH will move to requiring the operation and maintenance contract and a start up inspection for all systems utilizing HLT or pressure distribution.
 - EPCPH will not conduct pump verifications on these systems and will default to the startup inspection.
 - Any permit which will be subject to this requirement will receive an O&M Notice prior to permit issuance which will require signature acknowledgment.

- Dosed systems will still require verification of the pump function as a reinspection when not ready at time of initial request.
 - New OWTS permits:
 - One reinspection will be included with all NEW OWTS permits.
 - This does not apply to minor, major, or modification permits.
- Property Sale Acceptance Document (Transfer or Title):
 - This fee has been split into a fee for the initial system on a property and for any additional system on the same property.
 - **IMPORTANT NOTE:**
 - The fee for the primary system will be \$211.00 for 2024.
 - The fee will increase to \$368.00 in 2025.
 - Only one application will need to be submitted when multiple systems are on a property.
 - An automatic invoice and payment of the primary system will be billed at time of application submission.
 - Invoice for additional systems will be generated and sent via email upon verification of the application. Please note all fees must be paid prior to having the inspection assigned for review.
- System cleaner truck inspections:
 - This fee has been split into:
 - First Truck
 - This is for a single truck or the first truck in a fleet.
 - Additional Truck
 - This is a reduced fee when trucks are inspected at the same time in the same location.
- NEW Fees:
 - OWTS Remediation Permit
 - Under current regulations 8.10.I.9.a-g, the use of remediation technologies including but not limited to technologies such as terra lift or earth buster, constitutes an alteration to the soil treatment area and therefore requires a permit.
 - OWTS Remediation policy document will be forthcoming by January 1, 2024.
 - OWTS Homeowner Install
 - Homeowners proposing to install their own system can do so as stated in the regulations.
 - This will now require the completion of the Homeowner Affidavit and payment of fee in addition to the permit cost.
 - The cost associated is to account for the increased communication, completion of pre-construction meeting, and submission of a design document.
 - OWTS Design Revision Fee
 - Over the last 3 years there has been a substantial increase in designs being submitted that require numerous revisions. Many of these require multiple requests, which has prompted the need to introduce a fee to cover the associated work with revision reviews.

- One revision request will remain in the cost of each permit application. Fee to be charged for anything equal to or exceeding the 2nd request.
- Please note, fees are evaluated on a case-by-case basis and would not be charged for minor typos needing corrected.
- Associated permit will not be released until payment of the revision fee has been made.
- OWTS Designer Fee
 - Fee is being introduced as a 2-year credential to submit designs within EPC.
 - To promote consistency and awareness of the required rules and regulations encompassing the OWTS design standards and expectations.
 - Regulations require any professional making a submission for an OWTS permit to demonstrate competency; this fee will work to promote consistent design standards and develop a list of appropriate design engineers within EPC.
 - What is required:
 - First 2-years: Will be fee assessment and attendance at an EPCPH designer meeting as we work to establish in the coming regulation revision required credential submissions.
 - Looking forward:
 - To promote awareness of standard OWTS design principles and required soil awareness it will be likely the following courses will be required:
 - CPOW Soils Course
 - CPOW OWTS Design course
 - Attendance at EPCPH Designer meetings
 - Who is required to obtain this credential:
 - Fee will apply to all engineers wanting to submit stamped OWTS designs.
 - Fee will also apply to any general contract wanting to submit their own designs.
 - Licensed installers will not have to pay this fee to submit conventional system designs; this will be considered part of their Licensed Installer credential.
- OWTS Professional Biennial Renewal
 - This professional renewal fee will be assessed per credential when submitting continuing education credits for review.
 - Expired credentials will be charged the full associated credential fee.
 - For licensed installers who opt to retest in lieu of submitting CEUs and attending EPCPH meetings during their credential period will be assessed the full OWTS Licensed installer fee.
- OWTS Verification
 - Fee will be charged to review OWTS records for increased sufficiency or changed of use.
 - Administrative update to approval record when appropriate.
 - When the OWTS is determined to need modification to accommodate increased or change of use, this fee will be applied to the modification permit.
 - There is no refund if system is not modified.

OWTS Inspections:

- Reminder: Inspection Schedule for the remainder of the year can be found on our [website](#).
 - o This is in calendar format and will display dates inspections will be conducted and dates no inspections will be conducted. (A copy is attached for your convenience)
 - o Located: EPCPH – OWTS – View Final Inspections
- If you have not yet received an email subject OWTS Inspection Scheduled; we are sending email notification when your requested inspection has been scheduled.
 - o This is intended to provide you the necessary information and reminders for your inspection to be completed.
 - o Also, if you need to cancel your inspection you must REPLY ALL to that email and notify us of your cancellation to avoid a reinspection fee.

2024 OWTS Meeting Dates:

The OWTS team is working hard to promote open lines of communication, transparency, and consistency. In order to support this and provide timely information to each sector within our OWTS industry please mark your calendars for the following 2024 meeting dates and proposed times.

- January 10, 2024:
 - o OWTS Open House 830-1030am
 - o OWTS Open House 12-2pm
 - o These sessions are intended for anyone who is interested, has questions, or wants to hear more about what 2024 holds for OWTS industry:
 - Fee discussion and questions
 - Upcoming regulation revision
 - Other topics to be determined.
- January 31, 2024:
 - o OWTS Installers 830-1030am
 - o OWTS Certified Inspectors: 12-2pm
- November 20, 2024:
 - o OWTS Installers 830-1030am
 - o OWTS Certified Inspectors: 12-2pm
- December 4, 2024:
 - o OWTS Certified Inspectors 830-1030am
 - o OWTS Installers: 12-2pm

Please note OWTS Certified O&M Inspectors and OWTS Designers meetings will be set at other times to be determined. We are also working to set meetings/open house formats for Relators and General Contractors as well. These will be communicated when set.

2024 Holidays:

For purposes of planning, I would like to provide the EPCPH Holidays to you.

Monday, January 1, 2024
Monday January 15, 2024
Monday, February 19, 2024

Monday May 27, 2024
Thursday July 4, 2024
Monday September 2, 2024
Monday November 11, 2024
Thursday November 28, 2024
Friday November 29, 2024
Tuesday December 24, 2024
Wednesday December 25, 2024

If you have any questions, please feel free to reach out any time via text or email for the most efficient response.

Regards,

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