

**MEMORANDUM**

**TO: Onsite Wastewater Treatment System Industry and Partners**

**FROM: El Paso County Public Health Onsite Wastewater Treatment System Program**

**DATE: December 22, 2023**

**SUBJECT: 2024 Onsite Wastewater Treatment System Program Changes**

The El Paso County Public Health Onsite Wastewater Treatment System (OWTS) program and team thank you for your continued partnership through the past year. There were many changes and adjustments made throughout the year to evaluate and modernize the OWTS program. Many of these changes are made in an effort to ensure program efficiency and transparency as we continue to grow in El Paso County. Please take a moment to read through some important changes coming to the OWTS Program beginning January 1, 2024.

**Updated OWTS Fee's**

- The El Paso County Board of Health OWTS Fees were approved in October 2023 and will become effective January 1, 2023.

**OWTS Application Submissions**

- Submission of application of OWTS permit
  - Applications will only be accepted electronically through our web portal at <https://myhealthdepartment.com/EPCPH>
  - Applications submissions must be done by either the homeowner or a licensed OWTS Professional as indicated below:
    - Submitted by the Homeowner when they are proposing to install the system themselves.
      - This must include a completed Homeowner affidavit which can be found on our website.
      - Homeowners cannot submit an application for any system which requires an engineer design or a licensed installer.
    - Submitted by the licensed OWTS professional.
      - Application submissions will not be accepted by general contractors or anyone other than a licensed professional beginning in 2024.
- New Structure Floor Plans
  - All requests for a New OWTS Permit will require the floor plan of the structure to be submitted prior to application review.
- Minor repair permits
  - Will require the proposed site and construction plan for all connections or added components to be submitted for review.

- Turnaround times and design revisions
  - Please note that any revision request beyond the first request will now incur a fee.
    - Fee must be paid prior to permit being released.
  - Turnaround times
    - Turnaround times are no longer expected when a revision request has to be made.
    - Upon receipt of the revision request it is returned to the processing que and does not take precedence or priority over other reviews.

## **OWTS O&M Contract/inspections**

- Notice of O&M Requirements
  - OWTS Permits which will be subject to the Operation and Maintenance requirement will not be released or issued until
    - The OWTS O&M Requirement Notice has been signed and submitted.
      - This is to ensure notification of requirements prior to system construction.
      - Ensure that those requirements are clearly communicated with the changes noted below.
- O&M Requirements change for 2024.
  - The O&M Contract on all newly constructed OWTS will be required prior to receiving final approval of the system.
    - This includes any sign off for a certificate of occupancy on all new construction.
  - The O&M start up inspection will be required to be submitted within 60 days of construction approval.
    - This will require a squirt height test, even on unoccupied structures.
    - This will be a new requirement coming in the OWTS regulations revision from the state that is currently in progress.
      - EPCPH will require they be completed by an O&M provider under the above requirements.

## **OWTS Remediation Technology**

- This has been a part of the regulations and does constitute an alteration to the STA. *Section 8.10.1.9*
  - EPCPH will begin requiring these technologies to be performed by licensed professionals and require a permit.
  - Informational policy and standard are being finalized and will be made available upon completion.

## **OWTS Chapter 8 Regulation Revision**

- Colorado Department of Public Health and Environment is in the process of a Regulations 43 Revision which is expected to be completed near the end of 2024.
  - Upon its completion and approval this will give EPCPH one year to amend its Chapter 8 Regulation to be in alignment with Regulation 43.

## **OWTS Designer**

- In anticipation of the upcoming regulation change/update the following will be required
  - OWTS Designers
    - Will be required to be on an approved list for any OWTS design document to be submitted.

- Applies to: Professional Engineers, General Contractors, OWTS Licensed Installers
- Note: General Contractors and OWTS Licensed installers will not be able to submit designs which require an engineer as indicated in the regulations.
  - General contractors and OWTS Licensed installers will only be able to submit designs on conventional systems which will still require an engineer-stamp soils report.
- Homeowners will be addressed and able to submit design documents as part of the HO affidavit.
- Requirements to be an accepted designer within EPC.
  - Colorado Professional Engineers:
    - Take and pass the National Association of Wastewater Technicians Design course, offered through Colorado Professional in Onsite Wastewater.
    - Take and pass the National Association of Wastewater Technicians soil course, offered through Colorado Professional in Onsite Wastewater.
  - Other conventional designers
    - Take and pass the National Association of Wastewater Technicians Design course, offered through Colorado Professional in Onsite Wastewater.
  - *NOTE: this information is being provided in an effort to facilitate meeting this requirement upon a regulation revision in the next 12-18 months.*

**Merry Christmas, Happy Holidays, and Best Wishes for the New Year!**