

# Onsite Wastewater Treatment System Fee Based Services

Approved and Effective January 1, 2024

Service	Required Form	Fee	Includes	Intended Processing Time
OWTS New Permit (per application)	OWTS Permit Application	\$961.00 (+ surcharges: <b>\$1131</b> )	(1) initial application review, (1) site evaluation, (1) design revision request, (1) pre-sand placement, (1) construction inspection, (1) follow up site visit or inspection	10-20 business days*
OWTS Modification Permit (per application)	OWTS Permit Application	\$891.00 (+ surcharges <b>\$914</b> )	(1) initial application review, (1) site evaluation, (1) design revision request, (1) pre-sand placement, (1) construction inspection, (1) follow up site visit or inspection	7-10 business days*
OWTS Major Repair Permit (per application)	OWTS Permit Application	\$891.00 (+ surcharges: <b>\$914</b> )	(1) initial application review, (1) site evaluation, (1) design revision request, (1) pre-sand placement, (1) construction inspection, (1) follow up site visit or inspection	7-10 business days*
Any OWTS permit above utilizing pressure distribution will be required to submit squirt height verification as part of the engineer certification, in addition to the required OM contract.				
OWTS Minor Repair Permit (per application)	OWTS Permit Application	\$554.00 (+ surcharges: <b>\$577</b> )	(1) initial application review, (1) construction inspection	3-5 business days*
OWTS Remediation Permit (per application)	OWTS Change Request: Field Change	\$171.00	(1) application review (1) site inspection	7-10 business days*
OWTS Permit Alteration (per request)	OWTS Change Request: Field Change	\$236.00	Change to an already issued permit where construction of the permitted system has not been completed. Includes: (1) initial application review, (1) site evaluation (if applicable), (1) design revision request,	7-10 business days*
OWTS Permit Renewal (per request)	OWTS Change Request: Administrative Change	\$105.00	Review and update of expired permit	3-5 business days*

OWTS Homeowner Install (per application)	Applicable OWTS Permit Application + Homeowner Affidavit	\$327.00	Surcharge to the applicable OWTS Permit, includes: (1) preconstruction onsite meeting with homeowner	Refer to associated permit.
OWTS Design Revision Fee (per request)	NA	\$144.00	<p>Fee charged for any design revision request made beyond the initial revision request. Including but not limited to:</p> <ul style="list-style-type: none"> <li>- Revisions to design calculation parameters.</li> <li>- Revisions to design documents lacking sufficient information.</li> <li>- Revisions to design document discrepancies or inconsistencies within the submission.</li> <li>- Revisions to design plans when not appropriately designed for site parameters.</li> </ul> <p>Fee will not be charged when a request is to correct a typo for consistency. This is to be assessed on a per request basis and will prohibit the release of the issued permit until fees are paid in full.</p>	NA
OWTS Verification	OWTS Change Request: Administrative	\$83.00	<p>(1) verification application review, (1) amended existing approval when appropriate</p> <p><b>Note:</b> Request to increase existing system approval to accommodate additional use.</p> <p>When review finds additional capacity would be needed the verification fee will be applied to the OWTS permit application submission. (No refund of fee if OWTS is not modified)</p>	7-10 business days
OWTS Reinspection		\$338.00	<p>(1) OWTS Return Inspection</p> <p><b>Note:</b></p> <ul style="list-style-type: none"> <li>- Inspections conducted beyond those noted as inclusions in permit fees.</li> <li>- Either by the request of installer or homeowner. Or the result of a non-approved inspection.</li> </ul>	As scheduled

OWTS Property Sale Review – 1st OWTS (per application)	OWTS Property Sale Acceptance Document Application	\$368.00	(1) application review including record review, (1) inspection review,  Any applicable follow up, education, and discussion about necessary corrective actions. Site visits as necessary and requested by certified inspectors. Site visits when required corrective action not taken with specified time frame.	7-10 business days
OWTS Property Sale Review – Additional OWTS (per application)	OWTS Property Sale Acceptance Document Application	\$281.00	(1) application review including record review, (1) inspection review,  Any applicable follow up, education, and discussion about necessary corrective actions. Site visits as necessary and requested by certified inspectors. Site visits when required corrective action not taken with specified time frame.	7-10 business days
OWTS Licensed Installer (per application)	OWTS Professional Application	\$154.00	(1) professional application review, (1) exam proctoring (1) exam grading  Approved and issued license is valid for a 2-year period upon issuance. <b>Note:</b> This fee will apply when installer opts to retest in place of attending appropriate ECPH meetings and submission of CEUs as regulatorily required	7-10 business days
OWTS Certified Inspector (per application)	OWTS Professional Application	\$132.00	(1) professional application review, (1) review of NAWT Certified Inspector course completion documents	3-5 business days
OWTS Certified O&M Specialist (per application)	OWTS Professional Application	\$132.00	(1) professional application review, (1) review of NAWT Certified Operation and Maintenance I course completion documents (1) review of NAWT Certified Operation and Maintenance II course completion documents	3-5 business days
OWTS Designer Fee (per application)	OWTS Professional Application	\$132.00 <i>PENDING REGULATION REVISION</i>	(1) professional application review, (1) review of NAWT Designer Course (1) review of NAWT Soil Course <b>Note:</b>	3-5 business days

			<ul style="list-style-type: none"> <li>- OWTS Licensed professionals can submit Conventional OWTS designs as a function of holding an Installer License.</li> <li>- Homeowners can submit their design under the OWTS homeowner install surcharge</li> </ul>	
OWTS Professional Biennial Renewal (per application)	OWTS Professional Application	\$110.00	(1) Professional application review, (1) Review of continuing education NAWT course documents <b>Note:</b> <ul style="list-style-type: none"> <li>- This applies to all professional certifications and licenses.</li> <li>- Professionals must be in good standing with EPCPH and keep their certification of license current to apply for reduced renewal rate.</li> <li>- Inactive or expired certifications and licenses must renew under the appropriate professional category.</li> </ul>	3-5 business days
OWTS System Cleaner – First truck		\$232.00	Schedule and inspect truck	As scheduled
OWTS System Cleaner – Additional truck		\$99.00	Inspect additional truck at same inspection	As Scheduled
OWTS Variance Application		\$149.00	(1) variance application review – First 60 minutes	As requested
OWTS Variance per hour		\$85.00	Variance hourly rate, including but not limited to: <ul style="list-style-type: none"> <li>- Prepare variance materials for BoH hearing.</li> <li>- Prepare and send notice material required by variance procedure.</li> <li>- Hearing procedure</li> <li>- Finalization of Variance documents</li> <li>- Recording variance to property title</li> </ul>	As requested