



**Environmental Services Department
Water & Waste Management
On-Site Wastewater Treatment Program**

ALTERATION

**TO ONE COMPONENT OF A PERMITTED
EXISTING ON-SITE WASTEWATER TREATMENT FACILITY***
Final Inspection Required

This guide includes instruction on how to prepare and submit a NOID Application for an Alteration.

* A Conventional OSWTF is a septic tank with Trench, Leach Bed, Seepage Pit or Chamber Technologies for a disposal field. The type of OSWTF selected is based on the Aquifer Protection Permit Rule, Site Investigation – R18-9-A310 and Facility Selection – R18-9-A311.

Water & Waste Management Division, 1001 North Central Ave, Suite 150, Phoenix, Arizona 85004

Office Hours 8:00am to 5:00pm Monday through Friday except Holidays

Telephone (602) 506-6666 FAX (602) 506-6925 Web: www.maricopa.gov/envsvc/ Email: septicquestions@mail.maricopa.gov



Maricopa County

Environmental Services Department

1001 N. Central Ave. Suite 150
Phoenix, AZ 85004-1940
Phone: (602) 506-6681
Fax: (602) 506-6925
TTD: (602) 506-6704
www.maricopa.gov/envsvc

PERMIT APPLICATION PROCESS NOTICE

Onsite Wastewater Program

Steps required to obtain an Alteration permit are as follows:

1. **Prior to submittal**, if the existing permit number is not available or unknown, complete a Public Record Request. Information on how to do this is at the link below: <http://www.maricopa.gov/EnvSvc/WaterWaste/OWS/SepticSearch.aspx>
2. **If altering the disposal area**, check with the Plan Review Staff or Program Manager regarding use of existing percolation rate.
3. **Submit Alteration application—signed by the property owner**. Include all supporting documentation as listed on the Alteration checklist found in this packet and applicable fees.
4. **Review** of the Alteration packet in accordance with applicable rules and regulation is done by MCESD.
5. **A Construction Authorization** is issued by MCESD for the alteration of the onsite system, citing any required stipulations. MCESD will release P&D Building Permit number if applicable.
6. **A contractor**, licensed by the State of Arizona, completes the alteration of the onsite system and submits an Affidavit of Alteration in lieu of an inspection if permitted by the Department.
7. **Final Inspection** of the alteration by MCESD, if the affidavit is not permitted, is to verify the alteration has been completed as described in the Construction Authorization.
8. **Approved construction** inspection - results in a White Tag placed at the site.
9. **Disapproved construction** inspection - results in a Red Tag placed at the site.
10. **Corrections or deficiencies** are completed by the contractor and a request for a re-inspection is made.
11. **A Discharge Authorization** is issued to the owner by MCESD upon completion of an administrative review of either the Affidavit or the final inspection.

The Department will approve or deny the application in 30 business days or less, excluding any days the application is returned to the applicant for additional information. This overall licensing timeframe is stated by the Arizona Department of Environmental Quality, Delegation Agreement #EV12-0057 as required by A.R.S. §11-1605.

Department contact information regarding your application
Telephone: 602-506-6616, ask for the Onsite Program
E-mail: septicquestions@mail.maricopa.gov
Website: <http://www.maricopa.gov/EnvSvc/WaterWaste/OWS/OWS.aspx>

You may request a clarification from the Department of its interpretation or application of a statute, ordinance, regulation, delegation agreement or authorized substantive policy statement as provided in A.R.S. §11-1609. Contact us by in by e-mail or telephone, or in person or mail at the address listed at the top of the page, marked attention Onsite Wastewater Program.

Licensing Time Frames Onsite Wastewater

Permit Category	Overall time (days)
Alteration	30
Alteration with Inspection	30
Composting Toilet <3000 Gal/Day	73
Septic Tank with Additional Alternative Features	95
Septic Tank, Conventional Disposal <3000 Gal/Day	73
Aerobic System with Surface Disposal	95
Onsite Wastewater Treatment Facility, Flow 3000 to <24000	136
Reconnect/Remodel Review (Minor Plan Review)	30
Reconnect/Remodel Review (Minor Plan Review) with Inspection	30

A.R.S. §11-1604. Prohibited acts by county and employees; enforcement; notice

A. A county shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule, ordinance or delegation agreement. A general grant of authority does not constitute a basis for imposing a licensing requirement or condition unless the authority specifically authorizes the requirement or condition.

B. Unless specifically authorized, a county shall avoid duplication of other laws that do not enhance regulatory clarity and shall avoid dual permitting to the maximum extent practicable.

C. This section does not prohibit county flexibility to issue licenses or adopt ordinances or codes.

D. A county shall not request or initiate discussions with a person about waiving that person's rights.

E. This section may be enforced in a private civil action and relief may be awarded against a county.

The court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in an action against a county for a violation of this section.

F. A county employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissal pursuant to the county's adopted personnel policy.

G. This section does not abrogate the immunity provided by section 12-820.01 or 12-820.02.



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Phoenix, Arizona 85004
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E-mail:septicquestions@mail.maricopa.gov

Notice of Intent to Discharge (NOID) Application

Submission Checklist for Phase II or Alterations

NOID APPLICATIONS MUST INCLUDE ALL ITEMS ON THIS CHECKLIST

INCOMPLETE OR INACCURATE NOID APPLICATIONS WILL BE PUT ON HOLD UNTIL ALL SUBMISSIONS ARE COMPLETE AND ACCURATE. THE REVIEW AND APPROVAL PROCESS WILL BE DELAYED OR MAY BE CANCELLED IF LICENSING TIME FRAMES ARE EXCEEDED.

- Complete NOID application signed by owner **OR** owner's written designation of agent attached to application.
- Existing Septic Records identified by a Public Records Search Request. Not required for first build or have a copy.
- Recorded deed with legal description Parcel number
- For disposal field replacements, a tank pumping receipt (within the last 5 years), showing the tank size, location, and condition.
- Sewer Availability required for every application. (directions for sewer determination attached)
- Vicinity map and detailed driving directions to the site, with distance from nearest cross streets.
- 2 site plans to scale 1"=10', 1"=20', 1"=30' with North Arrow. **NOTE:** Site plans submitted to MCESD must be identical to the site plans submitted to any city, county, or state entity. Any site plans that are not identical will result in additional review and approval fees, delays in the review and permitting process, and possible withdrawal or previously issued approvals or permits.
- One (1) floor plan with all rooms identified and plumbing fixtures clearly labeled (sample attached)
- Applicable fees, cash, check, Visa, MasterCard, Discover, or American Express due at time of submittal.
- City, Town or County Building permit number required _____ (DA not issued until supplied)
- Location of floodway and floodplain (Floodway/Floodplain instructions attached)
- Copies of soil/site evaluations, percolation tests or seepage pit performance tests
- Water Source: Company or City, Private Well, Other Submit a Recorded Shared Well Agreement with survey, OR Recorded Affidavit of Agreement to Encroach.
- List of estimated materials, components, and equipment for constructing the on-site treatment facility
- Two (2) complete site plans: with **north arrow**, scale of 1"=30', 1"=20', or 1"=10'. For larger parcels use an appropriate scale to fit parcel on one sheet of paper. Maximum paper size is 24" x 36". The proposed Onsite system, the structure(s) it serves, and the immediate area may be contained within the dimensions of the parcel drawing or on a separate sheet. (Example site plans attached)
- Information Block with property owner, site address, subdivision name and lot number or legal description, and parcel number.
- Indicate, in feet, the distance from two adjacent property lines to: test holes, structures, driveways, washes, and/or drainage easements, setbacks, earth fissures, wells, water line from well or meter to building. Show all setbacks from structures, driveways, wells, etc. Also show on bordering lots, vacant or built-on, any feature less than 200' that may impact the locations of the septic tank, distribution box, distribution lines, primary and reserve disposal areas.
- Revisions must be clearly labeled as a revision and must include the permit number and date.

FOR YOUR USE IN DESIGNING AND SIZING THE ONSITE WASTEWATER TREATMENT FACILITY ARE:

Fixture unit and bedroom Equivalent Determination, SAR and Daily Design Flow for Calculation of System Size, Plan and Profile with pipe elevations of tank and Cross Sections of disposal components.

All Sheets must be signed by the designer and dated (examples attached)

Applicant's Signature _____ Date _____



NOTICE OF INTENT TO DISCHARGE (NOID)
 Under a General Aquifer Protection Permit for an
 Onsite Wastewater Treatment Facility (OSWTF)

Web: www.maricopa.gov/EnvSvc/
 E-mail: Septicquestion@mail.maricopa.gov

OSWTF Permit # _____

An application is required to license or permit an activity regulated though statute, rule, code or ordinance may require inspection(s) at the premises. An inspection report is provided as required by A.R.S. §41-1009; in person, via mail, e-mail, or FAX.

THIS IS A TWO (2) PAGE DOCUMENT; BOTH PAGES MUST BE COMPLETED BEFORE SUBMITTING TO MCESD.

NOID Application Instructions: Print or type in **black** or **blue INK** pencil is not acceptable. To avoid delay in the permitting process, complete the NOID fully before submission. Pay applicable fees by cash, check or credit card.

If the NOID review is approved, a Construction Authorization will be issued for a conventional or alternative onsite wastewater treatment facility or for an Alteration of an existing system that has the proper Aquifer Protection Permit.

- Notes:** 1) Alternative onsite wastewater treatment facilities have yearly operating permit review and inspection fee.
 2) This application will expire one year from the date of submittal if a Construction Authorization has **not** been issued.

1. Site Location:
 Subject Property Address: _____ **Maricopa County, AZ** _____
Required at time the Construction Authorization is issued Street Name and City (if applicable) Zip Code
 Cross Streets _____ Parcel Number _____ - _____ - _____
 Subdivision Name (if applicable): _____ Lot #(s) _____
 Legal Description: Section _____ Township _____ Range _____ Acreage _____

2. Property Owner
 Name: _____ Phone # _____
 Current Mailing Address*: _____ Fax or e-mail _____
Street Name and Number City State Zip Code
 Mobile # _____
 *Any changes to this address shall be submitted in writing to MCESD within 15 days of the change. All documents from MCESD will be mailed to this address unless otherwise noted below. Returned mail will not be forwarded.

3. Authorized Agent for Property Owner, (if none, then leave blank):
 Business Name: _____ Contractor License # _____
 Agent _____ Phone # _____
 Mailing Address: _____ Fax # _____
Street Name and Number City State Zip Code
 Mobile # _____
 E-mail _____
 After 30 Days, unclaimed Construction Authorizations will be mailed to the Property Owner.

4. Onsite Installer
 Business Name: _____ Contractor License # _____
 Agent _____ Phone # _____
 Mailing Address: _____ Fax # _____
Street Name and Number City State Zip Code
 Mobile # _____
 E-mail _____

5. Existing Environmental Permits:
 List any state or federal environmental permits issued for, or needed by, this facility, including individual permit, Ground Water Quality Protection Permit, or Notice of Disposal that may have previously authorized the discharge (check all that apply) : New installation of an on-site wastewater treatment facility. No other environmental permits exist. Other environmental permits required (list all): _____

6. Request to install a system other than septic tank and disposal in R-18-9-E302 with a system in R18-9-E303 through E322:
 I, _____ (Property Owner), am aware that although a septic tank and disposal works system described in R18-9-E302 is appropriate for the site, I desire to install a treatment works or disposal works authorized under R18-9-E303 through R18-9-E322. (R18-9-A311(D) (1). I am also aware that a treatment works or disposal works authorized under R18-9-E303 through R18-9-E322 may result in higher capital, operation, and maintenance costs. (R18-9-A311(D) (2).

 Date Signature of Owner

7. Site Details:

WATER SOURCE: (check one) Water Company: Water Company Name _____
 Holding Tank (hauling water)
 Private Well Well Identification # _____
 Shared Well * Affidavit of Agreement to Encroach *

*One of these documents must be submitted for review of the setback requirement to a property line or property lines.
 Shared Well Agreement Recording # _____
 OR
 Affidavit of Agreement to Encroach into Property Line Setback Recording # _____

8. Narrative Description of Project:

NEW - General Permit 4.02 (conventional OSWTF which consists solely of a septic tank **AND** disposal field circled below):
 (circle one) Trench Seepage Pit Leach Bed Chamber Technology

ALTERATION - General Permit 4.02 (repair or replacement of the OSWTF septic tank **OR** disposal field circled below):
 (circle one) Tank Trench Seepage Pit Leach Bed Chamber Technology

Any Other OSWTF. Describe proposed treatment and disposal train and indicate all applicable general permit numbers; indicate design flow and expected date of operation; describe sewage source and characteristics: _____

THE OSWTF WAS DESIGNED USING A SEPTIC TANK SIZE AND A DESIGN FLOW TO:

Serve a Single-Family Residence with typical household sewage.

Serve a Single-Family Residence with typical household sewage and _____
List all other sources and characteristics of the wastewater

Serve Other Than a Single-Family Residence with typical household sewage.

Serve Other Than a Single-Family Residence with other than typical household sewage. Provide the following information:
 Type of Facility _____ Number of Employees/Users _____
 Sources and characteristics of the wastewater _____

9. Certification: (READ CAREFULLY AND SIGN BELOW, to be completed by the property owner identified in Item Two (2) on the front of this application:

I _____, certify that this Notice of Intent to Discharge and all attachments were prepared
Print Name

under my direction or authorization and all information is, to the best of my knowledge, true, accurate and complete. I also certify that the on-site wastewater treatment facility described in this form is or will be designed, constructed, and operated in accordance with terms and conditions of the authorized general aquifer protection permit(s) and applicable requirements of A.R.S. Title 49, Chapter 2, the Arizona Administrative Code Title 18, Chapter 9 and the Maricopa County Environmental Health Code. **I am aware that there are significant penalties for submitting false information including permit revocation and the possibility of fine and imprisonment for known violations.**

Signature _____ Date _____

THIS SPACE FOR OFFICE USE ONLY

NOID Log in Date _____ By _____ ACR Completed _____ By _____ <small>Paperwork Review</small> ACR Incomplete/HOLD _____ By _____ SR Pre Const Completed _____ By _____ <small>Plan Review</small> SR Pre Const -Incomplete/HOLD _____ By _____ SR Post Const Completed _____ By _____ <small>Inspection</small> Site Code: _____	MC P/D Tracking # B _____ APPROVALS: General Permit (circle one): 4.02 Other _____ Design Flow: _____gpd System Type: _____																
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">BILLING PURPOSE</th> <th style="width: 15%;">AMT PD</th> <th style="width: 15%;">RECEIPT #</th> <th style="width: 37%;">DATE PD</th> </tr> </thead> <tbody> <tr> <td>PLAN REVIEW / SITE</td> <td></td> <td></td> <td></td> </tr> <tr> <td>PLAN REVIEW / SITE</td> <td></td> <td></td> <td></td> </tr> <tr> <td>OTHER</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		BILLING PURPOSE	AMT PD	RECEIPT #	DATE PD	PLAN REVIEW / SITE				PLAN REVIEW / SITE				OTHER			
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**MARICOPA COUNTY ENVIRONMENTAL HEALTH CODE CHAPTER 1
WATER WASTE MANAGEMENT DIVISION-ONSITE WASTEWATER AND WELL PROGRAM
FEE SCHEDULE EXCERPT*** EFFECTIVE AUGUST 1, 2010**

BASE ONSITE FEES

Onsite System Site Inspection	\$325
Onsite Additional Inspection	\$325
*Septic Tank Conventional Disposal, less than 3,000 gal/day	\$550
Onsite System Alteration Permit	\$205
Onsite System Alteration Permit and One Inspection	\$400
Onsite System Reconnect/Remodel Review (Minor Plan Review)	\$205
Onsite System Reconnect/Remodel review with one inspection	\$400
Aerobic System with Surface Disposal	\$1,050
Septic tank with one additional alternative element**	\$1,050
Septic tank with more than one additional alternative element**	\$1,050
each additional alternative element	\$250
Onsite System Design Requiring Interceptor	\$200 per interceptor
Onsite Facility with flow from 3,000 to less than 24,000 gal/day	\$1,800
Composting Toilet, less than 3,000 gal/day	\$400
Onsite System Abandon Site	\$175

DOMESTIC WELL APPROVAL

Domestic Well Location Approval (ADWR Form)	\$175
Domestic Well: drill, deepen, replace or modify - no inspection	\$175

REVIEW AND COMPARISON OF REVISIONS TO APPROVED CONSTRUCTION OR DISCHARGE AUTHORIZATION

Onsite System Plan Revision	\$205
Planning and Development Plan Review	\$80

REQUEST FOR CHANGE PERMITTED BY RULE

Onsite System Request for Alternate Design, Installation or Operational Feature (A 312 G)	\$75
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TRANSFER OF OWNERSHIP

Onsite System Transfer of Ownership	\$50
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OPERATING PERMIT FOR OPERATION AND MAINTENANCE RECORD REVIEW AND SYSTEM INSPECTION

Individual Onsite Treatment Plant Operating Permit (Alternative Systems)	\$100 per year
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INVESTIGATION

Investigation: Onsite	\$130 per hour
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EXPEDITED PLAN REVIEW

Expedited Plan Review Fees are twice the fee for that category Expedited Plan Reviews require prior Program Management Approval
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* Gravity fed trenches, seepage pits, leach beds or chambers. Includes up to three (3) plan reviews and three (3) construction inspections.

** These alternative disposal elements are for all systems of less than 3,000 gal/day and include: pressure distribution, gravelless trenches, natural seal evapotranspiration beds, Wisconsin Mounds, engineered pad, intermittent sand filters, peat filters, Ruck® Systems, sewage vaults, aerobic systems with surface or with subsurface disposal, cap systems, constructed wetlands, sand lined trenches, disinfection devices, sequencing batch reactors, and subsurface drip irrigation systems.

***To see the entire fee schedule go to: www.maricopa.gov/envsvc

QUESTIONS REGARDING THESE FEES CONTACT MCESD, WWMD 602-506-6666



Maricopa County

Environmental Services Department
Water and Waste Management Division

1001 N Central Ave, Suite 150
Phoenix, Arizona 85004
Phone: (602) 506-6666
Fax: (602) 506-6925
TDD: (602) 506-6704
www.maricopa.gov/envsvc

Date: _____

Septic Permit Research Request

Fax completed form to 602-506-6925 or e-mail to septicquestions@mail.maricopa.gov

TO CUSTODIAN OF RECORDS OF: **Onsite Wastewater Treatment Program**

I am requesting septic permit research for the following:

(One form per address/parcel.)

Site address: _____

Previous addresses (if known): _____

Year system installed: _____

Assessor Parcel #: _____

Subdivision Name: _____ Lot #: _____

- SYSTEM FAILING (check this box if system is backing up)**
- Standard Research (\$30 fee is required for all standard requests)**
- Expedited Research (\$60 fee is required for all expedited requests)**

Date: _____

(Requester Signature)

Records found will be emailed unless otherwise requested by the customer. Plan on 3 -7 business days for the search to be completed. Expedited requests will be returned within 1-2 business days.

NOTE: Not all searches/research produce a record.

DISCLAIMER INDEMNIFICATION

Requester/Purchaser understands and agrees that Maricopa County does not guarantee the accuracy of the data and information requested and hereby expressly disclaims any responsibility for the truth, lack of truth, validity, invalidity, accuracy, inaccuracy of any said data and information. Requester/Purchaser accepts responsibility for Requester/Purchaser's unauthorized use or transmission of any such data or information in its actual or altered form.

Requester Information (please type or print clearly)

Name _____

Address _____

Phone _____ Fax _____

Email _____

FOR ADMINISTRATIVE USE ONLY:	Date returned to customer : _____	
Receipt #: _____	Date of payment: _____	Payment type/check #: _____
Billing Code _____	Returned to customer by: _____	



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SEWER DETERMINATION

REQUIRED

- Sewer Determination statement is required if the parcel is within city or town limits.

SUGGESTED

- Applicants living in close approximation to a city or town limits or the boundaries of a sanitary sewer district may want to get the sewer determination statement.
- Sewer Determination statement is suggested if the parcel is a county island within city or town limits.
- Sewer Determination statement is suggested if the parcel is in a sanitary sewer district service area.

OTHER

- During plan review there may be a request for a sewer determination statement on the parcel.

THE ONSITE PROGRAM REQUIRES A SEWER DETERMINATION WITH ALL APPLICATIONS. THIS REQUIREMENT IS TO ASSIST THE APPLICANT/OWNER AVOID DIFFICULTIES WITH A LOCAL SEWER AUTHORITY NOW OR IN THE FUTURE.

Both the Arizona Administrative Code and the Maricopa County Environmental Health Code have provisions where connection to a sewer collection system may be required.

The Maricopa County Environmental Health Code Chapter II, Section 8 Regulation 4 states:

- a. When connection may reasonably and practicably be made to an approved municipal, community, or similar sewerage system.....
- e. ...when an onsite wastewater treatment facility fails, ...

The Arizona Administrative Code R 18-9-A309 A. 5 states:

A person constructing a new on-site wastewater treatment facility or replacing the treatment works or disposal works of an existing on-site wastewater treatment facility shall connect to a sewage collection system **if**:

- a. **One** of the following applies:
 - i. A provision of a Nitrogen Management Area designated under R18-9-A317(C) requires connection;
 - ii. A county, municipal, or sanitary district ordinance requires connection; or
 - iii. The on-site wastewater treatment facility is located within an area identified for connection to a sewage collection system by a Certified Area-wide Water Quality Management Plan adopted under 18 A.A.C. 5 or a master plan adopted by a majority of the elected officials of a board or council for a county, municipality, or sanitary district; **or**
- b. A sewer line extension is available at the property boundary and both of the following apply:
 - i. The service connection fess is not more than \$6000 for a dwelling or \$10 times the daily design flow in gallons for a source other than a dwelling, and
 - ii. The cost of constructing the building sewer from the wastewater source to the service connection is not more the \$3000 for a dwelling or \$5 times the daily design flow for a source other than a dwelling.

NOTE: SOME MUNICIPALITIES HAVE STRINGENT REQUIREMENTS THAT MANDATE CONNECTION TO THE SEWAGE COLLECTION SYSTEM.

TO ASSIST YOU IN SEWER DETERMINATION, MARICOPA COUNTY ENVIRONMENTAL SERVICES IS PROVIDING CONTACTS, PHONE NUMBERS AND E-MAIL ADDRESSES ON THE FOLLOWING PAGE. A STATEMENT FROM THE LOCAL SEWER AUTHORITY INDICATING THEIR DETERMINATION OF CONNECTION OR NO CONNECTION TO THE SEWER IS ADVISED PRIOR TO ANY SUBMITTAL TO THE ENVIRONMENTAL SERVICES DEPARTMENT. MARICOPA COUNTY ENVIRONMENTAL SERVICES MAKES EVERY ATTEMPT TO PROVIDE ACCURATE INFORMATION. CONTACTS, PHONE NUMBERS AND E-MAIL ADDRESSES MAY CHANGE WITHOUT OUR KNOWLEDGE.

If you find errors in this list, please let us know at septicquestions@mail.maricopa.gov. Thank you.

City	Sewer Availability Contact Information	Web/Email Address
AVONDALE	Michael Yracheta, Wastewater Collections Supervisor, 623-333-4414	myracheta@avondale.org
BUCKEYE	Arnold Coronado, Water Distribution Supervisor, 623-349-6104	acoronado@buckeyeaz.gov
CAVE CREEK	Jessica Marlow, PE, Utilities Manager, 480-488-6618,	jmarlow@cavecreek.org
CAREFREE	Black Mountain Sewer Company, 480-488-4152	www.libertywater.com
CHANDLER	Warren White, P.E. Principal Engineer 480-782-3337, fax 480-782-3350	warren.white@chandleraz.gov
EL MIRAGE	Dave Emon, Wastewater Superintendent, 623-876-4251	demon@cityofelmirage.org
GILBERT	Tom Condit, PE, Development Engineer, 480-503-6815	tom.condit@gilbertaz.gov
GLENDALE	Mark Ivanich, Land Development Engineer, 623-930-3654	mivanich@glendaleaz.com
GOODYEAR	Engineering Office: Stephen Scinto or Plan Review Staff, 623-882-3110	gyeng@goodyearaz.gov
MESA	Beth Hughes-Ornelas, 480-644-3254	beth.hughes-ornelas@mesaaz.gov
PARADISE VALLEY	Richard Edwards, Senior Engineering Technician, 480-348-3528	redwards@paradisevalleyaz.gov
	<u>Note: No letter is required for Clearwater Hills Subdivision. No sewer is available.</u>	
PEORIA	Gary Lopez, Plan Review Supervisor, 623-778-7236	engineering.counter@peoriaaz.gov
PHOENIX	Arlene Torres-Guevara, 602-256-4296 or Vern Robins, 602-534-1653 Jesse Flores, 602-256-4149	arlene.torres.guevara@phoenix.gov vern.robins@phoenix.gov jesse.flores@phoenix.gov
QUEEN CREEK	Building Department, 480-987-0496	www.queenecreek.org
SCOTTSDALE	Ron Dolan, Water Resources Engineer, 480-312-5676	rdol@scottsdaleaz.gov
SURPRISE	James P. Shano, Utilities CIP – Division Manager, 623-222-7000	water@surpriseaz.com
TEMPE	Mark Weber, PE, Water Engineering Manager, 480-350-8526	mark_weber@tempe.gov
TOLLESON	David L. Tyler, Superintendent Wastewater Utilities - (623) 478-8722	dtyler@tollesonaz.org
WICKENBURG	Mark Lemon, Chief WWTP/WS/WD Operator, 928-684-5873	wwtp@ci.wickenburg.az.us



FLOODWAYS AND FLOOD PLAINS

The Arizona Aquifer Protection Permit Program (Rule) and the Maricopa County Environmental Health Code (Code) have regulations on where an Onsite Wastewater Treatment Facility, commonly known as a Septic System, can be installed.

It is important to determine if your parcel is in a floodway or floodplain.

Each submittal for a permit to install a septic system must identify all washes, drainage easements, floodway and flood plain boundaries. In some instances Grading and Drainage plans may be required.

No permit for an Onsite Wastewater Treatment Facility will be issued if the proposed structures are in the floodway.

A permit **may** be issued for an Onsite Wastewater Treatment Facility on the parcel if: 1) a flood plain use permit is approved by the Maricopa County Flood Control Department, 2) allowed by cities and towns that conduct their own floodplain management, and 3) the installation will meet all setbacks established by Rule and Code.

The cities and towns that conduct their own floodplain management are: Avondale, Gilbert, Glendale, Goodyear, Peoria, Phoenix, Scottsdale, Tempe and Youngstown. They should be consulted for floodway and floodplain issues for your parcel.

In unincorporated Maricopa County or in cities and towns that do not conduct their own floodplain management, go to the website below or call 602-506-1501 to determine if the parcel is in a floodway or floodplain:

<http://www.fcd.maricopa.gov>

This opens the Flood Control home page.

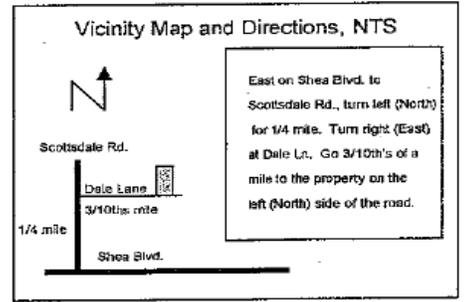
1. Click on MAPS tab located on the upper task bar to the right of the Flood Control Seal
2. Click on the View Current 100-Year FEMA Effective and Preliminary Flood Plain Maps
3. Click OK on the disclaimer page
4. A large map page will open
5. Click on Search by...on the top task bar
6. The parcel search page will open
7. Enter the parcel number and click on zoom to
8. On the next page on the right side click yes on Highlight Parcel
9. If there are blue, red or purple areas shown they note floodplains or floodways
10. On the top task bar, to the left of search by is the print icon-click, print and include it in the submission package

SAMPLE SITE PLAN

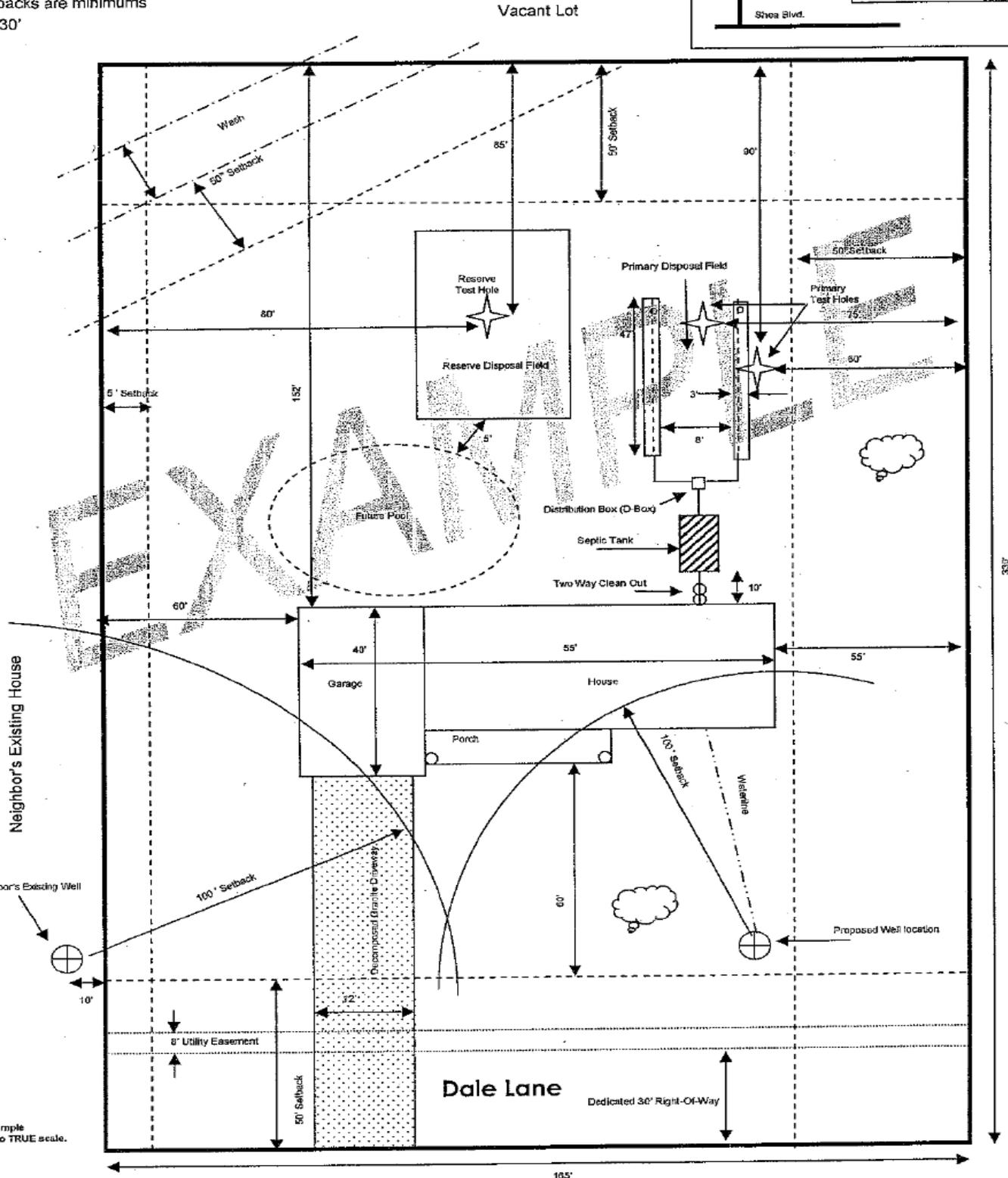
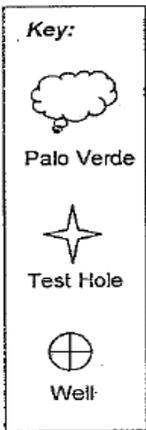
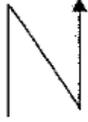
PERMIT/FILE # 00-0000

Owner: John Smith
 Site Address: 11111 E. Dale Lane
 Parcel # 222-22-001B
 Subdivision: Lost Acres, Lot 1023
 Legal Desc: E1/2, NW1/4, NE1/4, NE1/4, SW1/4 of Sec. 10,
 T5N, R4E of the Gila and Salt River Base and Meridian,
 Maricopa County, Arizona

OSWTF Design by: Mary Brown
 Hm. Ph. # -602-333-5555
 Cell Ph. # - 602-444-9999
 Fax # - 623-546-6666
 Design/Revision Date: 1/1/10



Note: all setbacks are minimums
 *Scale: 1" = 30'



*This Site Plan is for example purposes only, it is not to TRUE scale.

Designed by: Mary Brown Date: 01/01/2010

Vacant Lot

605'

INSIDE BOX
SCALE = 1" = 30'

245'

240'

250'

WELL

RESERVE

WATER LINE

370'

HOUSE

GARAGE
NO PLUMBING

100'

195'

25'

N

DRIVEWAY

80'

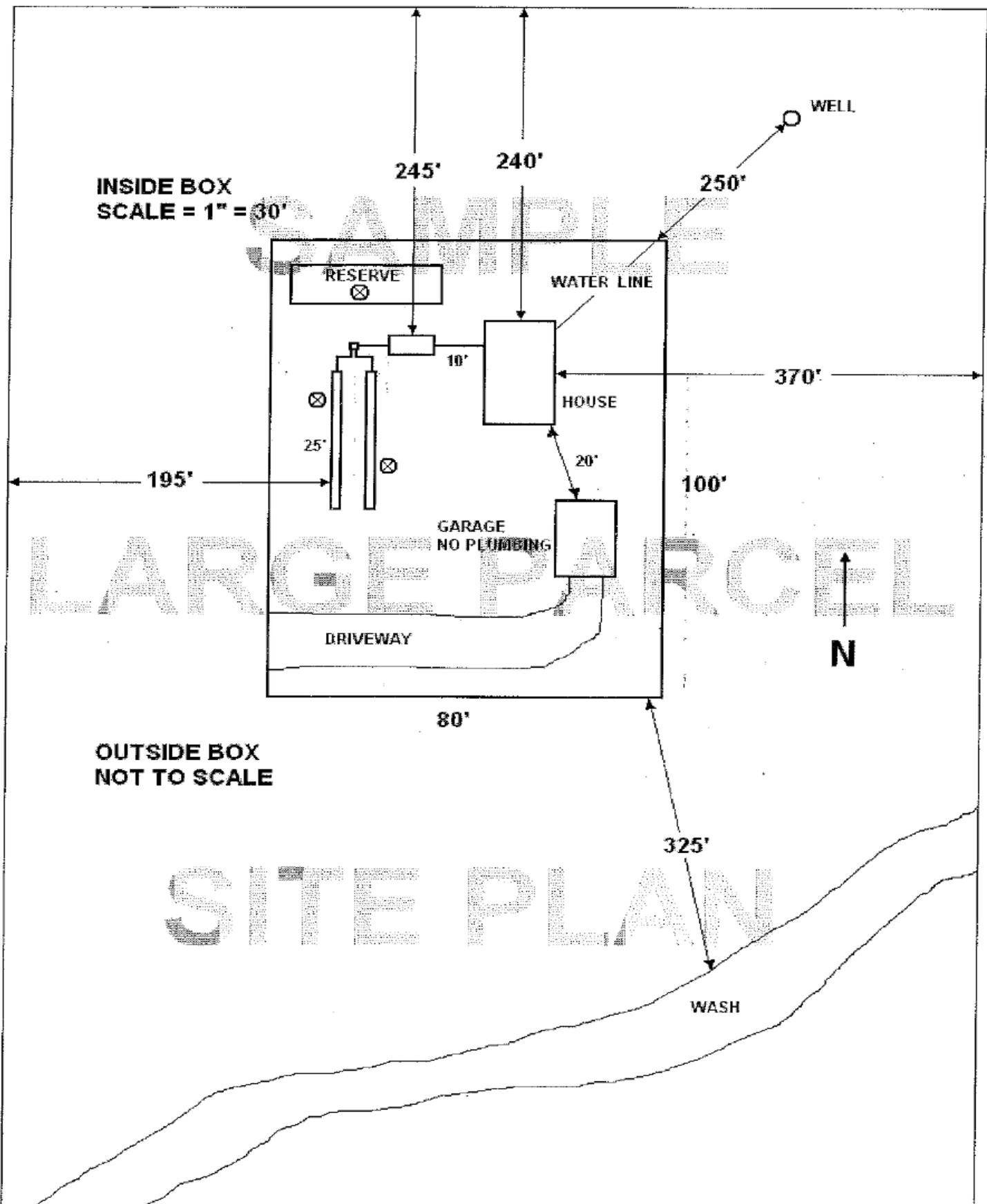
OUTSIDE BOX
NOT TO SCALE

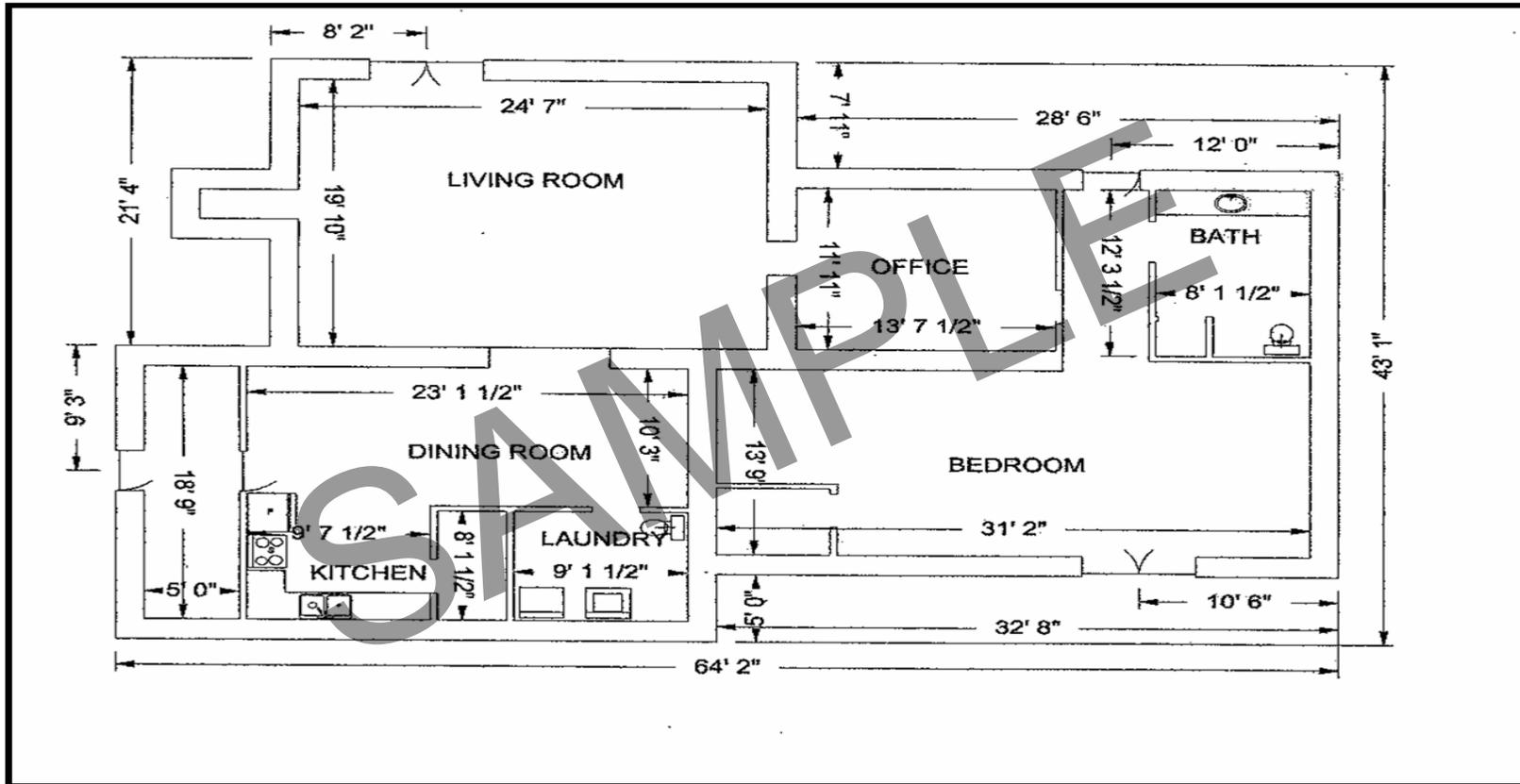
325'

WASH

SITE PLAN

605'





Floor plan with dimensions and all rooms and plumbing fixtures clearly labeled.

ENVIRONMENTAL SERVICES
DEPARTMENT
Steven Goode, REHS, MA, Director
1001 North Central, Ste. 150
Phoenix, AZ 85004



DIVISION OF WATER AND
WASTE MANAGEMENT
Kevin S. Chadwick, PE, Division Manager
(602) 506-6666
FAX (602) 506-6925

MATERIALS LIST FOR ON-SITE WASTEWATER TREATMENT FACILITY

PERMIT: _____

OWNER: _____

ADDRESS: _____

_____ Zip _____

TANK MANUFACTURER: _____

TANK SIZE: _____ gallons.

- A. Concrete: _____
- B. Fiberglass: _____
- C. Polyethylene: _____

D-BOX: _____ 4 hole. _____ 6 hole. _____ Other: _____
Material: _____ Concrete _____ Polyethylene

TYPE OF AGGREGATE TO BE USED: _____ . _____ tons.

WASHED RE-CYCLED CONCRETE: _____ . _____ tons.

LENGTH OF PIPE:

- A. SOLID: _____ Feet
- B. PERFORATED _____ Feet
- C. SDR 35: _____ YES _____ NO

CHAMBERS:

- A. TYPE: _____
- B. NUMBER: _____

OTHER COMPONENTS:

- A. GEO-TEXTILE _____ Feet.
- B. OTHER NON-POROUS MATERIAL: Type: _____ . _____ Feet.

ALTERNATIVE SYSTEMS:

Describe materials list in detail-attach separate sheet

PRESSURE DRIP SYSTEMS:

Materials and quantity-attach separate sheet

PRINT DESIGNER NAME: _____

PRINT INSTALLER NAME: _____ **ROC:** _____