



A Tradition of Stewardship
A Commitment to Service

Planning, Building & Environmental Services

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David Morrison
Director

**INSTRUCTIONS FOR COMPLETING THE SUPPLEMENTAL APPLICATION
TO CONSTRUCT AND OPERATE AN ALTERNATIVE SEWAGE TREATMENT SYSTEM
AND RECORD REQUEST AND UPDATE FORM.**

1. Type in the property owner's names, site address, mailing address, and Assessor's Parcel Number on the Supplemental Application.
2. Complete the Record Request and Update Form.
3. All legal owners must read, sign and date both documents and have the signatures notarized with an all purpose acknowledgement.
4. Both original documents must be submitted to this department prior to a clearance of the building permit associated with the alternative sewage treatment system and/or issuance of a sewage permit.

**SUPPLEMENTAL TO APPLICATION TO CONSTRUCT AND OPERATE AN
ALTERNATIVE SEWAGE TREATMENT SYSTEM**

Property Owner(s) _____

Mailing Address _____

City _____ State _____ Zip Code _____

Site Address _____ Assessor's Parcel No. _____

NOTICE: The construction and operation of the Alternative Sewage Treatment System (alternative system) located on the above parcel is issued subject to the following conditions:

1. That the property owner(s) acknowledges the fact that the system serving the above property is an alternative system, that it is required to be operated under an Operational Permit, that the County of Napa Department of Planning, Building and Environmental Services (PBES) make no guarantee of satisfactory performance or warranty of the system.
2. That the alternative system for the above property is designed to serve a residential/commercial use (circle one) and, that the maximum peak daily flow is not to exceed _____ gallons per day. Operating the system in excess of its maximum capacity in gallons per day is a violation of the terms and conditions of the Operational Permit which can be cause for the suspension and/or revocation of the permit.
3. That the system is designed to be constructed and operated with water saving devices and, that all such devices shall be properly maintained or replaced with equivalent types of water saving devices in the event that repairs become necessary.
4. That, due to the sophisticated nature of an alternative system and the specialized equipment and experience needed to properly install such systems, only properly licensed C-42, C-36 or general engineering contractors are permitted to install alternative systems. Any permit to install, repair, or replace an alternative system must have a contractor named and, any such contractor is required to demonstrate possession of a valid and active state contracting license and have a current certificate of workman's compensation insurance on file with PBES.
5. That, monitoring wells installed as part of the alternative system are required to be installed 25 feet from the wastewater dispersal field per Napa County Design and Construction Standards. Owner acknowledges that any liquid found in any monitoring well(s) installed less than 25 feet away from the dispersal field will be held to the same standard as monitoring wells that are 25 feet away when determining the performance of the system.
6. That, in the event of malfunction of the alternative system, PBES is to be notified immediately. PBES will take action to direct the abatement of a public health hazard and nuisance. The cost of repair and/or replacement of the alternative system could be significantly more expensive than a conventional sewage treatment system repair.

7. That, after installation and prior to final approval of the alternative system, the owner agrees to obtain an Operational Permit and hire a service provider to monitor the system at the frequency required by PBES. All required monitoring reports are to be submitted to PBES in a timely manner. The Operational Permit will specify the frequency of monitoring as well as the specific items to be inspected and/or sampled. Prior to final approval, the service provider shall perform a monitoring inspection and submit the report to PBES.
8. That the owner agrees to grant access to employees of PBES and the Regional Water Quality Control Board onto the property for the purpose of observing, testing, sampling, placing, and removing of testing devices and evaluating and monitoring of the alternative system. Said activities shall be permitted only during normal business hours.
9. That all areas of the parcel held for reserve in which to replace the alternative system be protected from development with a conflicting and/or incompatible use which would have an adverse effect or impact on the function of the system and/or reserve area in which to repair the alternative system.
10. That the owner agrees to renew the required Operational Permit and pay fees as required by PBES and to continue to renew the Operational Permit as long as ownership of the site is retained or until such time PBES notifies the current owners that the renewal is no longer necessary. Also, the current owner agrees to notify subsequent owners of this property of the above requirements to monitor and maintain the alternative system as well as the necessity to obtain and renew the Operational Permit.

Owner Signature

Date

Owner Signature

Date