



A Tradition of Stewardship  
A Commitment to Service

**Planning, Building & Environmental Services**

1195 Third Street, Suite 210  
Napa, CA 94559  
www.countyofnapa.org

**David Morrison**  
Director

TO: Well Drillers, Pump Installers, Sewage Contractors and Electrical Contractors  
SUBJECT: New permit requirements for electrical components of wells and septic systems  
DATE: May 31, 2016

Effective July 1, 2016 there will be new permit requirements related to the electrical components of wells and septic systems and new requirements for wells when in the floodplain.

**WELLS**

The Well Construction Application will now include the question: “Applying for Electrical, Mechanical & Plumbing with this permit? Yes/No”.

- If NO, an electrical permit from the building division will not be required. The following condition will be placed on the well permit “This permit is issued to construct a well only. A building permit must be obtained for the installation/construction of any pump, electrical, plumbing and/or mechanical features.” Additionally a letter will be sent to the property owner advising them that the well permit was secured without electrical and that in the future when electrical is added, an electrical permit from the building division will be required.
- If YES, the well permit will not be issued until a building permit has been secured. The following condition will be placed on the well permit “This permit is issued to construct a well only. An electrical permit from the building division must be obtained for the installation/construction of any pump, electrical, plumbing and/or mechanical features.”

IN EITHER CASE, if the well is in the flood zone, a permit from the Engineering Division is also required.

- If the well is in the flood zone but is not being made operational (meaning no pump, electrical or plumbing, etc. are being installed) a photograph of the capped well is to be provided to this office, by the well driller, with the well completion report. Environmental Health will pass this information along to Engineering as needed so they can final the flood plain management permit. The well permit will not be finaled until both the well log and photo are received in this office.
- If the well is in the flood zone and you are also securing a building permit for electrical, plumbing or mechanical components, the well permit will be finaled upon receipt of the well log however the associated building permit will not be finaled until Engineering confirms the electrical

plumbing and mechanical components have been built as required by the flood plain management permit. You will have to contact them separately for their inspection and approval.

If you have questions specifically about floodplain management permits, contact the Engineering Division at 253-4417 for their requirements.

### **SEWAGE DISPOSAL SYSTEMS**

All sewage system plans will be approved with a condition that the approval is for the septic system only. A condition will be added to the permit that a separate mechanical and/or electrical permit must be secured from the building division for the mechanical and electrical components. The building permit must be finalized prior to the issuance of the environmental health final on the system (this will be waived if an agreement for a future dwelling/winery was submitted). If the sewage system is located within a flood zone, a floodplain permit is also required from the Engineering Division.

Please contact the Environmental Health Division at 253-4471 with any questions.