



A Tradition of Stewardship
A Commitment to Service

Planning, Building & Environmental Services

1195 Third Street, Suite 210
Napa, CA 94559
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David Morrison
Director

**ENVIRONMENTAL HEALTH DIVISION
BUILDING PERMIT REQUIREMENTS FOR WELL & SEPTIC SYSTEMS**

OFFICE HOURS: Monday – Friday 8:00 a.m. to 4:00 p.m.
Closed: 12:00 – 1:00 p.m.

INSPECTOR OFFICE HOURS: Monday – Friday By Appointment

New Dwelling/Replacement Dwelling – Bedroom/Potential Bedroom Additions (including temp. trailers)

You must have both 1 and 2 satisfied prior to receiving a clearance from our Division for a building permit except for bedroom/potential bedroom additions which only require #2 be satisfied. Below is the Napa County Code definition of a potential bedroom:

13.16.330 – Potential Bedroom

"Potential bedroom" means any room with a floor area equal to or greater than seventy square feet, including lofts, sewing rooms, offices, game rooms, etc., that meets building codes for a sleeping room. A closet or lack thereof is not used in determining whether a room is a bedroom.

1. Approved Water Supply:
 - a) New supply-develop under permit from this office.
 - b) Existing supply-conduct a yield test (within the past 5 years) by a licensed well driller, pump installer, geologist, engineer or Registered Environmental Health Specialist (REHS) (see yellow pages).
 - c) Yield-less than 5 gallons per minute (gpm) but at least 1 gpm-an application for an individual water supply system must be made with this department to install 3000 gallons of storage per living unit proposed.
 - d) Public water supply-submit a letter from the agency indicating that they will serve the parcel.
 - e) If your project will utilize groundwater and is located in the MST groundwater deficient basin, you must apply for and obtain a groundwater permit from this department.

2. Approved Sewage Disposal System:

- a) Public sewer company-submit a letter from the agency indicating that they will serve the parcel. A sewer line permit from this office may be required.
- b) If a septic system is proposed, a site evaluation must be completed by a qualified professional in conjunction with staff from this Division, to determine the size and type of septic system.
- c) If the septic system is to be located in an area other than that of the site evaluation, a new site evaluation must be done by a certified individual in coordination with this Division.
- d) A sewage permit application must be completed. A plan of the proposed system must be submitted with the appropriate plan check fee. If the site evaluation and/or percolation test revealed an alternative sewage treatment system (ASTS) is required, such system must be designed by an engineer or REHS. The plans will have to be reviewed and approved by this Division prior to approval of the building clearance by this Division.

Other residential additions/remodels:

1. If plumbing is proposed, a sewer line permit must be issued for connection to the existing sewage disposal system. If a new sewage disposal system is required, see item #2 above.
2. A plot plan indicating the location of the septic system in relation to the addition will be required if one is not already on file.
3. A reserve area complying with all code requirements must be established through an approved site evaluation, if one does not already exist.

Commercial Projects

Contact the Environmental Health Division for requirements.

NEGLECTING TO CONTACT THE ENVIRONMENTAL HEALTH DIVISION MAY RESULT IN THE DELAY OF YOUR BUILDING PERMIT APPROVAL