



Alameda County Department of Environmental Health Land Use Program

1131 Harbor Bay Pkwy, Alameda, CA 94502

Phone: 510-567-6700 ♦ Fax: 510-337-9335 ♦ Web: www.acgov.org/aceh

Service Request Application Supplemental Tables

Table 2: OWTS Design Approval Process (MINIMUM FEES: \$1,587¹)

OWTS Designs are required for all new and replacement OWTS projects. Requisite information must be provided in a bound Basis of Design Report and shown on Plans certified by a qualified OWTS Designer.

ACDEH recommends review and approval of the OWTS design prior to submittal of Building, Demolition, and/or Grading plans to Local Building Departments and/or Permit Applications to Local Community Development Agencies.

STEPS	OWNER SUBMITTALS/REQUIREMENTS	ACDEH REGULATORY OVERSIGHT STEPS
APPLICATION PROCESSING² APPLICATION FEE: \$145	MINIMUM SUBMITTALS/ REQUIREMENTS Submit a Completed SRA , Fees and Supporting Documents to ACDEH	MINIMUM OVERSIGHT STEPS SRA & Fee Processing & Completeness Review (1.0 hr)
SITE EVALUATION (SOIL PROFILE \$721 + PERCOLATION TESTING \$433) = MINIMUM FEES: \$1154	MINIMUM SUBMITTALS/REQUIREMENTS Review Case Files at ACDEH Schedule Initial Site Visit with ACDEH (may be scheduled concurrently with Soil Profile) Conduct Site Evaluation Field Work: <ul style="list-style-type: none"> • Conduct Soil Profile Testing³ • Conduct Soil Percolation Testing³ ADDITIONAL SUBMITTALS/REQUIREMENTS (AS APPLICABLE) Potable Water Supply Well Testing (Flow & Quality) ⁴ Conduct Wet Weather Groundwater Investigation ³	MINIMUM OVERSIGHT STEPS File Review (1.0 hr) Initial Site Meeting (1.0 hrs) Site Visits/Field Work Observation (5.0 hrs) <ul style="list-style-type: none"> • Soil Profile Testing Observation (Optional) • Soil Percolation Testing Observation (Optional) ADDITIONAL OVERSIGHT STEPS (AS APPLICABLE) Wet Weather Investigation Observation (Optional)

(Table 2 continued on next page)

¹ Includes minimum fees for Site Evaluation, Basis of Design Report & OWTS Plans listed on pages C-1 through C-3 (does not include Application Processing Fee)

² ***All Service Request Applications are subject to a 10-business day processing period before being placed in ACDEH's permitting queue***

³ ACDEH must be notified three days prior to conducting field work

⁴ Required for sites using well or spring water as potable water supply. See Table 7 for requirements and fees



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STEPS	OWNER SUBMITTALS/REQUIREMENTS	ACDEH REGULATORY OVERSIGHT STEPS
OWTS BASIS OF DESIGN REPORT¹ MINIMUM FEES: \$433 ²	MINIMUM SUBMITTALS/REQUIREMENTS	MINIMUM OVERSIGHT STEPS
	Prepare OWTS Basis of Design Report	
	Submit OWTS Basis of Design Report	OWTS Design Report Review & Approval (1.0 hrs)
	ADDITIONAL SUBMITTALS/REQUIREMENTS (AS APPLICABLE)	ADDITIONAL OVERSIGHT STEPS (AS APPLICABLE)
	Provide Cumulative Impact Assessment Report	Cumulative Impact Report Review and Approval ³
	Provide Geotechnical Report	Geotechnical Report Review and Approval
	Provide Storm Water Diversion Structures Hydraulic Calculations	Storm Water Diversion Structures Review and Approval
	Provide Biological Assessment Report	Biological Assessment Report Review and Approval
	Provide Copy of Zone 7 Permit	Permit Review
Provide Copy of RWQCB's Report of Waste Discharge	ROWD Review	

(Table 2 continued on next page)

¹ Basis of Design Report must include information pertinent to determining the feasibility of the proposed OWTS design including: site evaluation data (soil profile and percolation logs & standard operating procedures); potable water supply source data (flow test data, analytical laboratory reports, determination of adequacy of flow rate and safety of potable water supply, well construction documentation, spring catch basin construction details, official proof of public water supply connection, water treatment documentation, and/or copies of State or County water permit); design constraints; design calculations; code variances; etc.

² **Minimum Fees include costs for review of design documents (OWTS Basis of Design Report and OWTS Design Plans)**

³ ACDEH, Zone 7, RWQCB, USACE, Local Public Works Agency Approval



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OWTS DESIGN PLANS¹ MINIMUM FEES: (INCLUDED IN BASIS OF DESIGN REPORT MINIMUM FEES)	MINIMUM SUBMITTALS/REQUIREMENTS	MINIMUM OVERSIGHT STEPS
	Prepare Site & OWTS Design Plans Utilizing Topographic Base Map & Showing Setbacks	
	Submit OWTS Design Plans	OWTS Design Plans Review & Approval (1.5 hrs)
	ADDITIONAL SUBMITTALS/REQUIREMENTS (AS APPLICABLE)	ADDITIONAL OVERSIGHT STEPS (AS APPLICABLE)
	Provide Building Permit Plans Submitted to the Local Public Works Agency	Building Permit Plan Review
	Provide Grading Permit Plans Submitted to the Local Public Works Agency	Grading Permit Plan Review
	Provide Demolition Permit Plans Submitted to the Local Public Works Agency	Demolition Permit Plan Review
	Provide Permit Plans Submitted to the Local Community Development Agency (CDA)	CDA Permit Plan Review
VARIANCES ADDITIONAL FEES	ADDITIONAL SUBMITTALS/REQUIREMENTS (AS APPLICABLE)	ADDITIONAL OVERSIGHT STEPS (AS APPLICABLE)
	Request Variance from State OWTS Policy Regulations from RWQCB	RWQCB & ACDEH Consultation
	Request Variance from Alameda County OWTS Regulations from Board of Supervisors	Document Prep & Variance Hearing Attendance
INTERAGENCY COORDINATION ADDITIONAL FEES	ADDITIONAL SUBMITTALS/REQUIREMENTS (AS APPLICABLE)	ADDITIONAL OVERSIGHT STEPS (AS APPLICABLE)
		Coordination with Other Regulatory Agencies

End of Table 2

¹ OWTS Design Plans must include information pertinent to determining the feasibility of the proposed OWTS design including: topographic contour lines and site map with dimensioned setbacks and slope designations showing site buildings, structures, surface water body alignments, onsite and offsite water supply wells, location of existing and proposed OWTS components, etc.; details and cross sections of OWTS components showing depth to groundwater and effective soil depth; potable water supply details (water line alignment & connection from source to structure, holding tank specifications and locations, spring catch basin location)