



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 3: Building Permit Plan Approval Process (MINIMUM FEES: \$433¹)

Building Permit plans must be incorporated into plans submitted to Local Building Department and Community Development Agencies.

STEPS	OWNER SUBMITTALS/REQUIREMENTS	ACDEH REGULATORY OVERSIGHT STEPS
APPLICATION PROCESSING² APPLICATION FEE: \$145	MINIMUM SUBMITTALS/ REQUIREMENTS	MINIMUM OVERSIGHT STEPS
	Submit a Completed SRA , Fees and Supporting Documents to ACDEH	SRA & Fee Processing & Completeness Review (1.0 hr)
BUILDING PERMIT PLAN REVIEW MINIMUM FEES: \$433 ³	MINIMUM SUBMITTALS/REQUIREMENTS	MINIMUM OVERSIGHT STEPS
	Prepare Building Permit Plans Addressing ACDEH Regulatory Comments	
	Submit Building Permit Plans	Building Permit Plan Review & Approval (1.0 hr)
	ADDITIONAL SUBMITTALS/REQUIREMENTS (AS APPLICABLE)	ADDITIONAL OVERSIGHT STEPS (AS APPLICABLE)
	Submit OM&M Manual (Advanced OWTS)	OM&M Manual (Advanced OWTS) Review & Approval ⁴
	Submit Revised Cumulative Impact Assessment Report	Revised Cumulative Impact Assessment Report Review ⁴
	Submit Revised Geotechnical Report	Revised Geotechnical Report Review ²
	Submit Storm Water Diversion Structures Final Hydraulic Calculations	Storm Water Diversion Structures Hydraulic Calculations Review ⁴
	Submit Groundwater Monitoring Well Installation Work Plan	Groundwater Monitoring Well Installation Work Plan Review ⁴
	Submit Hazardous Materials Business Plan	Hazardous Materials Business Plan Review
	Submit Zone 7 Permit & RWQCB WDR's Approval Documentation	Zone 7 Permit & Waste Discharge Requirements Review
	ADDITIONAL SUBMITTALS/REQUIREMENTS (AS APPLICABLE)	ADDITIONAL OVERSIGHT STEPS (AS APPLICABLE)
Provide Final Building, Grading and/or Demolition Plans from Local Agency	Final Building, Grading and/or Demolition Plan Review	
Provide Other Plans as Applicable (Local CDA, Landscaping, etc.)	Other Plans Review	
INTERAGENCY COORDINATION ADDITIONAL FEES	ADDITIONAL SUBMITTALS/REQUIREMENTS (AS APPLICABLE)	ADDITIONAL OVERSIGHT STEPS (AS APPLICABLE)
	Obtain Other Regulatory Agency Approvals & Permits	Coordinate with Local PWA/CDA, RWQCB, Zone 7, USACE, etc.

¹ Minimum fees do not include \$145 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 Minimum Fees include costs for review of final design documents (OWTS Basis of Design Report and OWTS Plans)