



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 5: OWTS Operating Permit Issuance Process (MINIMUM FEES: \$288¹)

Operating Permits are required for all advanced OWTS's and must be renewed annually.

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)
	OWTS OPERATING PERMIT MINIMUM FEES: \$288	MINIMUM SUBMITTALS/REQUIREMENTS Submit Final OM&M Manual Submit OWTS OM&M Service Provider Contract Obtain OWTS Operating Permit
	ADDITIONAL SUBMITTALS/REQUIREMENTS (AS APPLICABLE) Submit Groundwater Monitoring Well Installation Report	ADDITIONAL OVERSIGHT STEPS (AS APPLICABLE) Groundwater Monitoring Well Installation Report Review ³
OWTS OPERATING PERMIT RENEWAL⁴ MINIMUM FEES: \$288	MINIMUM SUBMITTALS/REQUIREMENTS Submit OM&M Annual Report (Advanced)	MINIMUM OVERSIGHT STEPS OM&M Annual Report Review (1.0 hr)
	Obtain Renewal OWTS Operating Permit	Permit Reissuance (0.5 hr)

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 ACDEH, RWQCB, Zone 7, Alameda County Public Works Agency, and/or Alameda County Water District Review & Approval

⁴ A Service Request Application Form and Processing Fees must be submitted with Operating Permit Renewals