

JEFFERSON COUNTY BOARD OF HEALTH
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**POLICY FOR SUPPLEMENTAL INFORMATION REQUIRED FOR
BOARD OF HEALTH CASES**

APPROVED: September 1, 2004
REVISED: January 15, 2008
EFFECTIVE: February 1, 2008

PURPOSE

To establish specific criteria for additional submittal documents required for individual sewage disposal system cases that must come before the Board of Health.

RATIONALE

By requiring the submittal of specific, basic information for routine Board of Health cases, it should be possible to expedite the processing of those cases and avoid delays for the applicant.

STATEMENT OF POLICY

IT IS THE POLICY OF THE JEFFERSON COUNTY BOARD OF HEALTH that the following guidelines shall govern the submission of additional engineering information and documentation for review cases.

GUIDELINES

In addition to the appropriate application forms, engineering reports and fees, the applicant shall provide the following *additional* documents and information (NOTE: for cases with more than one basis for the hearing, i.e. a commercial facility on a steep slope, the applicant shall provide documentation that addresses each basis):

FOR THE INDIAN HILLS / PARMALEE GULCH DRAINAGE

No additional documentation required.

FOR SEGREGATED (black water / gray water) SYSTEMS

No additional documentation required **unless proposal includes a sealed vault.**

FOR SEALED VAULTS (Submit Form 102)

- Statement from the current owner that:
 1. the dwelling contains a water closet, shower or bathtub, lavatory and kitchen sink, and
 2. to the best of the current owner's knowledge, the dwelling has been occupied in conformance with the "Guidelines for Individual Sewage Disposal Systems" of the Colorado Department of Public Health and Environment.
- Statement from a licensed Colorado professional engineer that it is not possible to install another type of individual sewage disposal system on the site.
- Statement from a licensed systems cleaner that the vault is accessible for pumping at all seasons of the year.

FOR MULTI-FAMILY or MULTIPLE DWELLINGS ON SAME SYSTEM

No additional documentation required unless the proposed system will serve structures on separate building sites; in that case a agreement for ongoing use and repair of the system must be submitted.

FOR STEEP SLOPES

1. A site characterization of the lot or parcel showing any feature that would impact or be impacted by the installation of the proposed individual sewage disposal system.
2. An erosion control and re-vegetation plan for all areas to be disturbed during construction of the individual sewage disposal system.
3. Location of a replacement absorption bed site should the proposed system fail.

FOR NON-RESIDENTIAL OR CHANGE-IN-USE REQUESTS

1. An A.L.T.A. (American Land Title Association) survey and any drainage reports; parking, paving, landscaping or improvement designs if those documents are required to be submitted by the Planning Department as part of the planning or zoning case,
2. Information regarding the specific type of tenants expected to occupy the structure(s) and a detailed analysis of their anticipated water use, including provision for any “high strength waste,”
3. Location of a replacement absorption bed site should the proposed system fail, and
4. Any other information that would impact the design, construction, operation or maintenance of the proposed individual sewage disposal system.

FOR LOT SIZE VARIANCES

1. All supplemental forms contained in the variance application packet (FORM 200).

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