

**JEFFERSON COUNTY PUBLIC HEALTH**

Environmental Health Services Division  
645 Parfet Street, Lakewood, CO 80215  
(303) 232-6301 FAX (303) 271-5760  
[jeffco.us/public-health](http://jeffco.us/public-health)

**ONSITE WASTEWATER REPORT**  
Application and Instructions

Jefferson County Public Health has developed this form to allow the applicant to determine the submittal requirements for properties that will be served by onsite wastewater treatment (septic) system whenever required by the Jefferson County Land Development Regulation (LDR) Section 22.B.

NOTE: Do not use this form for developments that will be served by a PUBLIC SEWER SYSTEM – see LDR Section 22.A for those submittal requirements.

**INSTRUCTIONS FOR COMPLETING THIS FORM**

- Complete the Parts I and II on the following page, then see PART III for the required supporting documents and include those with your submittal.
- Unless otherwise noted, the supporting documents must be prepared by a professional engineer licensed in the State of Colorado.
- Health Department staff will review this form and the supporting documents and provide comments to the Planning and Zoning case manager. Staff reserves the right to request additional information and / or documentation that is not referenced on this application.

**FEE:** The initial health department review fee will be collected by the Planning and Zoning Department at the time of application.

**PROCESSING TIME**

Typically, five (5) working days are required to review the information provided. If your case requires Board of Health review, allow up to an additional eight weeks for this process. There may be additional submittal requirements and a fee for the Board hearing.

**CONTACTS:**

Tracy Volkman  
303 271-5763  
[tvolkman@jeffco.us](mailto:tvolkman@jeffco.us)

Craig Sanders (for BOH cases only)  
303 271-5759  
[csanders@jeffco.us](mailto:csanders@jeffco.us)

<b>P&amp;Z Case No. and Project Name</b>		
<b>Property Address</b>		
<b>Applicant Name</b>		
<b>Applicant Phone / Email</b>		

**PART I – WATER SERVICE AND LIST OF EXISTING STRUCTURES AND ADDRESSES**

- Water service will be provided by: ( ) PUBLIC WATER SYSTEM ( ) INDIVIDUAL WATER WELLS
- Acreage of the proposed development:  acres      Number of platted lots
- In the boxes below, provide the types and addresses of all structures on the property served by water. If property is vacant, write “NA” and go on to Part II.

RESIDENTIAL STRUCTURES		NON-RESIDENTIAL	
Structure Type (house, cabin, guest house)	Address, if different from above	Bedrooms	Structure Type (barn, garage, etc.)

**PART II – INCREASE IN BUILDING SITES (check applicable box)**

- ( ) NO additional building sites will be created. Submit this form with the PART I information only. There are no additional supporting documents required at this time.
- ( ) ADDITIONAL building sites will be created. See PART III for the required supporting documents.

**PART III – SUPPORTING DOCUMENTS REQUIRED**

ALL APPLICANTS:

- Submit a statement from a registered professional engineer regarding any limiting environmental factors (shallow bedrock, steep slopes, high groundwater, etc.) that would prevent the location, construction and operation of onsite wastewater treatment systems anywhere in the proposed development.

IN ADDITION TO THE ABOVE:

- **FOR EACH LOT THAT WILL BE LESS THAN 5 ACRES BUT GREATER THAN 3.5 ACRES**, submit an engineering design that meets Section 4.2.C. of the Jefferson County onsite wastewater treatment system regulation,
- **FOR EACH LOT THAT WILL BE LESS THAN 3.5 ACRES (or 1 acre with public water)** submit an engineering design that meets Section 4.1.A.g of the Jefferson County onsite wastewater treatment system regulations. Board of health approval is required. Contact Craig Sanders (303 271-5759 or [csanders@jeffco.us](mailto:csanders@jeffco.us)) for information on this process. Please note that Board of Health approval is not guaranteed for any particular proposal.

**NOTE: JCPH MAY REQUEST ADDITIONAL DOCUMENTATION FOR ANY PROPOSAL.**