



COUNTY COMMISSIONERS

Cathy Wolfe  
District One

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District Three

**PUBLIC HEALTH AND  
SOCIAL SERVICES DEPARTMENT**

**MEMORANDUM**

Sherri McDonald, RN, MPA,  
Director  
Diana T. Yu, MD, MSPH  
Health Officer

Date: March 1, 2012  
To: Thurston County Sewage System Professionals  
From: Steven W. Petersen, R.S. – Program Manager  
Subject: On-Site Sewage Program Updates

**Record Drawings:** On-Site Sewage System Record Drawings that are submitted on expired permits are required to meet current record drawing submission requirements. This includes providing information that is listed on the installer's certification form. An **updated** installer completion form that you need to use is at: [http://www.co.thurston.wa.us/health/ehoss/pdf/installer\\_completion.pdf](http://www.co.thurston.wa.us/health/ehoss/pdf/installer_completion.pdf)

**Adult Family Homes:** The Permit Assistance Center is now routing applications for Adult Family Homes to the Environmental Health Division for review. The onsite sewage system will need to be evaluated by a licensed designer who will evaluate the proposed use for flow and waste strength requirements. If the proposal is to utilize the existing sewage system, Environmental Health will require an onsite evaluation and associated fee with the designer's evaluation. When a new sewage system is proposed, the application process and fees for new construction will be required. The typical sewage system sizing for Adult Homes would be 60 gpd for each resident employee and 90 gpd for each patient which is per the EPA Design Manual. If you are going to submit like water use/waste strength results it must be from a minimum of three (3) like facilities.

**Pump and Inspection Reports:** The Department no longer accepts hard (paper) copies of pumper reports or inspection reports from certified professionals. These documents must be filed online at <http://www.onlinermc.com/>. If you need training or further assistance in using OnlineRME, please contact Dave Tipton at 867-2651.

**Certification Renewal:** For those of you who have not renewed your certifications, the renewal deadline was January 31, 2012. Late fees were assessed for renewals received after December 31, 2011. Starting February 1, 2012 your certification is treated as a new certification and subject to additional requirements and fees. Please remember you are no longer authorized to do onsite work after December 31<sup>st</sup>.

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**Sand filter pump basins** DO NOT need to be pumped for operational certificate renewals or time of transfer evaluations. The pump basins DO NEED to be properly evaluated which includes an evaluation of the pump, floats and alarm.

**E-Mail Notifications** – You may have noticed on your certification renewal applications we have asked for your e-mail address. We will start to notify folks of program updates and training opportunities through e-mail rather than a direct mailing. If you would like us to include you in e-mail notifications or to update your e-mail information please contact Debra Baker at (360) 867-2628 or e-mail her at **bakerd@co.thurston.wa.us**. Future updates will be sent via e-mail or posted on our website. The link to our professional's web site is:

[http://www.co.thurston.wa.us/health/ehoss/info\\_septicprof.html](http://www.co.thurston.wa.us/health/ehoss/info_septicprof.html)

**Testing for Industry Professional Certifications** – Thurston County is looking at the option of having the Washington On-Site Sewage Association (WOSSA) provide the testing for our on-site industry certifications. The advantage to an industry professional is the test can potentially be used to be certified in multiple jurisdictions. Thurston County will be lowering our certification fees to compensate for WOSSA testing. We hope to have this option in place in the next few months.

**Reminder to designers** that the design proposal shall include the items listed in Article IV, Section 8.1.4. Please reference this section of the regulations. Specifically the depth of the soil dispersal component, vertical separation and the depth of cover material are to be shown on a design proposal. Pressure distribution guidelines also require all valves or other components of the system be shown on the design. Generic valve boxes will no longer be acceptable. The valve box must clearly indicate which lateral requires a ball valve and/or check valve. You will also need to specify, at a minimum, the width of the gravelless chamber and preferably the manufacturer and model. Design proposals submitted after April 1, 2012 will be reviewed for these items and revisions maybe required.