



THURSTON COUNTY
WASHINGTON
SINCE 1852

COUNTY COMMISSIONERS

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PUBLIC HEALTH AND SOCIAL SERVICES DEPARTMENT

Memorandum

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

To: On-Site Sewage System Designers

From: Brad Sangston

Date: October 12, 2009

Subject: Record Drawing Submittals

I am writing to clarify the Department's expectations about submitting "partial" record drawings for newly installed on-site sewage systems.

A "partial" record drawing refers to a record drawing showing an on-site sewage system that is not yet hard wired to any building. These record drawings cannot be fully reviewed and stamped "accepted" by our department.

Acceptable record drawings must show the on-site sewage system as installed and hard wired to a building, and the building correctly labeled (such as "residence", "shop", "garage", etc.).

Thurston County's Health Code, Article IV does require that an acceptable record drawing be submitted within thirty days of installation of the on-site system. The Health Code, however, allows the designer to request an extension to that requirement, if some elements of an acceptable record drawing are not yet present on the property. The department would prefer that if there is no building to which the on-site sewage system can be hard wired, you request an extension by calling Debra Baker at (360) 754-3355, ext 7521 and do not submit a partial record drawing. .

The Department sends letters to the owners of new on site sewages systems nine months after installation, for properties where the record drawing has not yet been submitted. The letter informs the client that the record drawing has not yet been submitted, and will need to be submitted to complete the permitting process for the property. If there is still no building on the property to which the on-site sewage system can be hard wired, please call us at the telephone number above so that we can update our records to show than an acceptable record drawing cannot yet be submitted.

If you have questions, please call Brad Sangston at (360)754-5463 or Debra Baker at (360) 754-3355, ext 7521.

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