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PUBLIC HEALTH AND SOCIAL SERVICES DEPARTMENT

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MEMORANDUM

Date: November 4, 2004

To: Designers, Engineers & other interested parties

From: Alan Schmidt, R.S., O.W.T.S.I., On-Site Program Supervisor

Subject: Miscellaneous Items

This memorandum is written to inform and update the department's positions and expectations on certain subjects. The Washington Board Journal, Number 33, Spring 2004 and The Washington Board Journal, Number 34, Fall 2004 contain articles that this department finds of importance. They are "Times They Are A Changin" In On-site Design, Number 33, pages 12 and 13 and Topographic Mapping Is Not Just For Surveyors, Number 34, page 12. Please read these articles. They can be viewed at: www.dol.wa.gov/engineers/engnews.htm

The following is a list of subjects that are provided for clarification:

EFFLUENT FILTERS AND AEROBIC TREATMENT UNITS (ATUs)

At this time, the department is not requiring effluent filters following ATUs unless specified by the manufacturer of the unit.

DESIGN SUBMITTALS

- 1) **All system components are to be shown on the design.** This would include items such as: monitoring ports, check valves, anti-siphon devices, quick disconnect couplings, dose counters for siphons, orifice shields when required, etc., in addition to the system's main components.
- 2) When submitting a design, limit the information on the design to what is being reviewed for that project. Future proposed projects that require separate reviews should not be shown with the project under review. An example is showing a proposed Family Member Unit on a design in conjunction with the review for the primary residence. Family Member Units require a separate review process. A way to approach this is to provide a cover letter stating that portions of the design under review incorporate criteria that will address such additions. Encompassing too much information in one proposal leads to confusion and misunderstanding. Many times

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applicants are under the impression that future projects, which require separate reviews, have been reviewed and approved with the current project proposal.

- 3) When submitting a design proofread them before submittal. In many cases when design specifications change, changes are not shown throughout the entire proposal. Example: When a lateral diameter changes from 1 ¼ inches to 1 ½ inches make sure that both the trench cross section and the rest of the supporting documents reflect this change. There are cases where this is reflected in only a portion of the design. This quality control needs to be conducted by you prior to design submittal, not by department staff after design submittal.

DESIGN REVISIONS

- 1) When submitting a design revision with changes in the site plans, system components or related calculations please submit a complete package with three new copies.
- 2) When only a portion of the design change is submitted the remaining copies need to be sorted and replaced which can end up with mixed and conflicting information. It is not the function of staff reviewing the application to perform this type of work. It is the designer's responsibility to ensure that a complete and accurate design is submitted for review.
- 3) In many cases, the copies on file have different submittal dates that can lead to misunderstanding and confusion.

CHANGES TO THE DESIGN THAT OCCUR DURING INTSALLATION

It is understood that some minor changes to a design proposal occur during installation. However, major changes, such as changing drainfield location, depth of the drainfield laterals, changing from gravel trenches to gravelless chambers etc., can only be authorized by the designer. It is important that the installer contact the designer to discuss these matters. It is equally important that the designer contact the health department, to determine if the changes may require a design revision.

WAIVER REQUESTS

There are instances when it becomes necessary to review a waiver that was not part of the design review. Please note that when this occurs the request needs to be submitted prior to or with the as-built. The review will follow the same process that is done during the design review.

AS-BUILT SUBMITTALS

For permitted installations that do not require a design, such as tank placements, an as-built is required. In these cases, the as-built can be submitted by the installer.

TEST PIT EXCAVATIONS:

Shall be in accordance with Section 11.3 of Article IV.

11.3 The owner of the property or his/her agent shall:

11.3.1 Prepare the soil log excavation to:

11.3.1.1 Allow examination of the soil profile in its original position by:

11.3.1.1.1 Excavating pits of sufficient dimensions to enable observation of soil characteristics by visual and tactile means to a depth three feet deeper than the anticipated bottom of the disposal component; or

11.3.1.1.2 Stopping at a shallower depth if a water table or restrictive layer is encountered; and

11.3.1.2 Allow determination of the soil's texture, structure, color, bulk density or compaction, water absorption capabilities or permeability, and elevation of the highest seasonal water table; and

11.3.2 Assume responsibility for constructing and maintaining the soil log excavation in a manner to reduce potential for physical injury by:

11.3.2.1 Placing excavated soil no closer than 2 feet from the excavation; and

11.3.2.2 Providing a ladder, earth ramp or steps for safe egress to a depth of 4 feet, then scoop out a portion from the floor to gain the additional 2 foot depth necessary to observe the 6 feet of soil face, however the scooped portion is not to be entered; and

11.3.2.3 Provide a physical warning barrier around the excavation's perimeter; and

11.3.2.4 Fill the excavation upon completion of the soil log.

