
 <p>THURSTON COUNTY Washington Est. 1852</p> <p>Public Health & Social Services POLICY</p>	Policy Title ADDITIONAL FEES REQUIRED FOR SEWAGE SYSTEM DESIGN REVIEWS	
	Number ONST.20.POL.832	Effective Date 10/29/2007
	Latest Approval Date 10/29/2007	Approved By Art Starry
	Next Review Date 06/21/2029	
POLICY INTENT		
Purpose	This policy establishes when Environmental Health charges design revision, re-inspection or extra site visit fees. These fees can be charged for on-site sewage system applications and designs before the permit is issued. After conditional site approval or permit issuance any changes will require fees appropriate for the submittals.	
Scope	<input type="checkbox"/> Internal Only <input checked="" type="checkbox"/> Direct Impact to Citizens	
Are Office/Department Documents on this subject permitted?	<input checked="" type="checkbox"/> Yes, the policy clarifies regulations used only by the Environmental Health Division (Article I).	<input type="checkbox"/> No
POLICY STATEMENT		
<p>1. <u>The initial design review fee covers the first site visit, first design review and the first design revision (office review only).</u></p> <p>2. <u>Additional Fees will be charged for:</u></p> <p>A. The second and any subsequent design revisions where the review can be completed in the office. B. The second and any subsequent site visits. The site re-inspection fee covers the field and office review time needed to complete the review of design materials.</p> <p>3. <u>A fee will not be charged for site plan changes requested by the applicant such as a residence/structure relocation or footprint reconfiguration and changes required by other departments that do not change the proposed on-site sewage system.</u></p> <p>4. <u>Only one of the fees will be charged at any given time.</u></p> <p>Only the design revision review fee OR the re-inspection and/or extra site visit fee shall be charged for any one submission.</p> <p>5. <u>The fee shall be paid at the time of revision submittal.</u></p> <p>6. <u>Fees assessed shall be in accordance with Thurston County's Sanitary Code Article I, Appendix A. This policy applies to applications received after January 1, 2020.</u></p>		
DEFINITIONS AND ACRONYMS		
Insert Term	N/A	
RELEVANT LAWS AND OTHER SUPPORTING INFORMATION		
County Code State Law State Rule Other Sources	Article I, Appendix A – Fee Schedule	
Superseded Documents	ONST.07.POL.832 (10/29/2007)	
Supporting Documents	N/A	

Related Documents	N/A	
Communication and Implementation Strategy	The Policy Administrator will: <ul style="list-style-type: none"> • send a County-wide email describing the new policy; • coordinate the review of the Office/Department Documents to ensure consistency with this County-wide Document. • Send signed updated policy to OSS Professionals and Staff through Constant Contact e-mail. • Post signed updated policy to Division's OSS Professionals Webpage and PHSS intranet site. 	
POLICY ADMINISTRATION		
Policy Owner	Steve Petersen/Program Manager, Environmental Health Division	
Contact Person (if different from above)		
Roles and Responsibilities	Laura Blakely	Policy Administrator
REVISION HISTORY		
Effective Date	Approved By	Modifications
06/21/2023	 Art Starry/Environmental Health Director	Policy Updated
Xx/xx/xxxx	_____ Name/Title	
Xx/xx/xxxx	_____ Name/Title	Indicate what changed
Reviewers of the Current Revision	Brad Sangston/Environmental Health Specialist II _____ Name/Title	_____ Name/Title
	Steve Davies/ Environmental Health Specialist II _____ Name/Title	_____ Name/Title
	Wendy Jonas/Environmental Health Specialist II _____ Name/Title	_____ Name/Title

FURTHER INFORMATION	
This section is not published on the final PDF document. It is for website purposes only	
Keywords for search engine	Fees, sewage system design, review, site plan