

## **Septic System & Percolation Testing Permit Handout**

A permit is required from both the Town and the San Mateo County Environmental Health Department (County Health) for new septic systems or expansion or repairs to existing ones and must be in compliance with sections 51.030 through 51.032 of the Town's Municipal Code.

A permit is also required from both the Town (Site Development Permit) and County Health for percolation testing. Percolation testing is required for any new septic system associated with a new residence, or for a new or expanded system associated with a proposed net increase in the number of bedrooms the system would serve, or as otherwise required by County Health.

Both the septic and percolation permits are reviewed by the Town's Planning and Engineering Departments.

- **Number of plan sets normally required**
  - 2 sets for Septic and Percolation Testing permits. Add one more set if the system or the test is in close proximity to a known or inferred fault trace or on slopes of 12% to 35%.
  
- **Information normally required on the site plan**
  - Scale, north arrow, location map, name/address of architects, engineers, surveyors, etc. Plans prepared by registered professionals require their signature and stamp.
  - Accurate property boundaries with adjacent roadways identified. Note source of survey information on the plans.
  - The location of existing and proposed buildings and structures.
  - Topography: Delineate any areas of slope greater than 35%. Include the source and date of topographical information. Septic tanks and drainfield lines are not allowed on slopes which exceed 35%, or within 50 feet of any ditch\*, cut-bank, or slope which exceeds 50%. (\* Note that piping of ditches does not eliminate the ditch setback requirement)
  - Major natural features: Existing trees (indicate any trees to be removed), creeks/streams (identify center line and top of bank), ponds, springs, etc. If drainfield lines are proposed within the dripline (distance branches extend from the trunk of a tree) of any tree >30 inches in circumference, measured 4 feet from the ground, hand digging, and/or an arborist report are usually required. Stream setbacks are also to be shown (50 ft. from center line or 25 ft. from top of bank,

whichever is greater).

- Geologic features: landslide areas, earthquake fault traces and fault trace setbacks (50 ft. from known trace for habitable structures;125 ft. from inferred fault trace for habitable structures).
  - Additional information may be required by the Town or County Health.
  - For septic permit–All relevant setbacks (see Setback requirements below)
  - For percolation test (Site Development Permit)- Proposed percolation test locations– For details on the required locations of the test pits, refer to <http://www.smchealth.org/landuse>.
- **Septic System setback requirements**
    - Streams - Septic tanks and drainfield lines are not allowed within 50 feet of the top of a stream bank, ditch or cut slope.
    - Swimming Pools - Septic tanks and drainfield lines are not allowed within 25 feet of a swimming pool.
    - Wells - Septic tanks and drainfield lines are not allowed within 100 feet of any well.
    - Domestic Water Supply Reservoir – Drainfield lines are not allowed within 200 feet of any such reservoir.
    - Building Used as a dwelling – The tank setback is 5 feet and the drainfield is 10 feet.
    - The property line – The tank or drainfield are not allowed within 10 feet of the property line.
- **Fees-** All fees and deposits are to be collected at time of submittal
    - Fee for Septic System and Percolation Testing:(See Fee Schedule)
    - Deposit for Percolation Testing: The deposit is used by the Town Engineer to bill against his/her time for review of the project. Any deposit balance remaining when the project is finalled is refundable.
    - A fee and deposit will be collected for Geology review, if warranted.
    - A Road Impact Fee will be collected based upon cubic yardage of import and export of material, in excess of 30 cubic yards.
    - A construction& demolition debris recycling and diversion fee and deposit are required to be paid prior to issuance of the demolition permit if the total projected costs of the demolition project are greater than\$10,000; or the project will generate more than 10 tons of

demolition material. The deposit will be refunded when it has been shown via weight tickets that 60% of the material has been recycled.