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ONSITE WASTEWATER TREATMENT SYSTEM (OWTS) NEW CONSTRUCTION PERMIT

INSTRUCTIONS:

1. Applicant hereby applies to engage in the construction of an OWTS at the address indicated below. Applicant must complete all the application information as indicated below. Application must be completed by the property owner, designated agent, or licensed contractor.
2. All contractors must submit a copy of valid contractor’s license, proof of worker’s compensation insurance (if applicable), and a copy of a valid Marin County Business License.
3. Submit all supporting documentation (e.g. plans, calculations or other relevant information as instructed) by the District Engineer.
4. Submit a construction schedule, including proposed dates for construction progress inspections by the District Engineer.
5. **Full payment of a \$150.00 fee is required at the time of application.**

TERMS AND PROCESS:

1. Per Section 4.07.090 in the District’s Onsite Wastewater Management Code, a New Construction Permit is required for any replacement or installation of an OWTS. All OWTS designs require a Design Approval Permit prior to issuance of a New Construction Permit. If the property served by a new OWTS does not have a current District water account, then an application for water service and payment of related fees are also required prior to issuance of a New Construction Permit.
2. “New Construction” shall be as defined in Section 4.03.252 in the District’s Title IV: Onsite Wastewater Treatment System Code.
3. This permit shall be contingent on an approved building permit issued by the County of Marin. If the County Building Permit is revoked, this permit shall become invalid and shall be revoked.
4. **This construction permit is valid for two years from the date of issuance.**

APPLICATION INFORMATION:

Application Date: _____ Applicant: OWNER / CONTRACTOR / AGENT (circle one)

Service Address: _____

Account Number: _____

Parcel Number: _____

Owner’s Name: _____ Applicant’s Name: _____

Mailing Address: _____ Mailing Address: _____

City, State, Zip: _____ City, State, Zip: _____

Owner’s Phone: _____ Applicant’s Phone: _____

Owner’s Email: _____ Applicant’s Email: _____

Work Description: _____

Applicant Signature: _____

<u>For District Use Only:</u>	
<u>PERMIT APPLICATION</u>	<u>CONSTRUCTION COMPLETION</u>
Date of issuance: _____	Completion date: _____
Processed by: _____	Processed by: _____
Full fee paid? _____	