

**Chatham County Public Health Department regulatory review  
per Session Law 2014-120 Section 29(i) requirements**

**Onsite wastewater system permitting**

The Chatham County Onsite Wastewater Staff meet all state mandates and follow all quality assurance procedures in order to comply with the North Carolina Laws and Rules for sewage Treatment and Disposal Systems (15A NCAC 18A .1900) when permitting subsurface wastewater systems.

**Session Law 2014-120 Section 29(b)**

**Improvement Permit**

- A) Upon receipt of an Improvement Permit application, fee, and the required documentation (site plan, flood plain determination per FEMA requirements, and legal representation document if required), the Registered Environmental Health Specialist (REHS) conducts a site evaluation to determine the suitability of the site for a subsurface onsite wastewater system.
- C) If the site is capable of supporting an approved system in compliance with the 15A NCAC 18A .1900 rules, and applicable state statutes, an Improvement Permit is issued. Proper supporting documentation of septic system approval will be kept on file in the Environmental Health Division Office.
- D) If the REHS determines that the site is unsuitable the property owner or applicant can request an onsite informal review with the staff licensed soil scientist or the NC DHHS Onsite Water Protection Branch Regional Specialist. If an informal review is not requested then the applicant is notified of their appeal rights through the issuance of a denial letter.
  - 1. If the informal review confirms the initial findings of the REHS then a denial letter is forwarded to the applicant.

**Construction Authorization**

- A) Issuing Construction Authorizations for all Type II, Type III, and Type IV systems that do not require an engineer:
  - 1. Prior to issuing a Construction Authorization the applicant submits an application, fee, and updated site plan. The Environmental Health Specialist makes a site visit to verify the soils in the approved septic area have not been disturbed and to verify setbacks from proposed structures and wells. [ ]

2. If a septic installer requests an onsite conference prior to installing a septic system or a permit requires a preconstruction conference then the REHS who issued the Improvement Permit will meet the installer.
3. Prior to issuing a Construction Authorization for a non-expiring Improvement Permit, the client/property owner must expose all corners of the surveyed septic area.
4. Prior to covering the system, a final inspection is conducted and the Operation Permit is issued with any necessary conditions.

**Session Law 2014-120 Section 29(c)**

B) Construction Authorization for Type V and Type VI systems or other systems that require engineered plans:

1. Prior to issuing the Construction Authorization the applicant submits an application, fee, and at least two copies of the engineered plans.
2. The REHS mails one copy of the plans to NCDHHS OSWP Branch Wastewater Engineer for review. (see SL 2014-120 Report DHHS DPH EHS for system engineering plans and specification review)
3. The REHS conducts a site visit to verify system layout and component locations per engineer plan.
4. The REHS issues the Construction Authorization once the NCDHHS Wastewater engineer forwards written approval of plans.
5. The septic contractor schedules a pre-construction visit with the REHS, Engineer, LSS, Operator, and Owner.
6. Wastewater system is inspected and operation permit issued per manufacturer requirements in innovative system approvals for the specific system components. State wastewater innovative approvals are located at  
<http://ehs.ncpublichealth.com/oswp/approvedproducts.htm>

**Session Law 2014-120 Section 29(h)**

No Chatham County Environmental Health staff members include “Engineer” in their job title.

### **Food Protection and Facilities Permitting**

The Chatham County Public Health Department reviews individual food establishment plans as well as public swimming pool plans for compliance with state rules.

#### **Session Law 2014-120 Section 29(b)**

- A) All plans for new and remodeled food service establishments, not considered prototypes by the state, are reviewed for compliance with the applicable rule(s) by a state-authorized REHS once all required documents, materials, and fees have been received.
  - 1. A food service plan review application form and guidance are provided to assure all needed information is in order for approval.
- B) All plans for public swimming pools are reviewed for rule compliance using a checklist to verify that all safety requirements and circulation system components are able to meet the water quality requirements.

#### **Session Law 2014-120 Section 29(c)**

- A) This guidance is applicable to Regulatory Submittals which may be submitted by an engineer or architect for food establishment or public swimming pools and may apply to plans submitted for institutions that provide health care, confinement or educational services.
  - 1. When plan approval is not granted on a submittal for a food establishment, the submitting party is notified of which rules are not met and what problems need to be corrected upon resubmittal.
  - 2. If resubmittal does not fully comply with the rules, the process of resubmittal will be repeated for food establishment permitting.
  - 3. Differences of opinion regarding the interpretation of a rule for a food establishment may be resolved through an informal review process with NCDHHS Food Protection and Facilities Branch staff.
  - 4. When plan approval is not granted on a submittal for a public swimming pool the submitting party is notified in writing of the disapproval and is advised of their appeal rights.

#### **Session Law 2014-120 Section 29(h)**

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