

SL 2014-120 Report

Rutherford-Polk-McDowell District Health Department

Part 1A: On-site Water Protection: Standardize Certain Regulatory Review Procedures *Reference Session Law 2014-120, Section 29.(b).*

The Rutherford-Polk-McDowell District Health Department On-Site Water Protection Program receives Regulatory Submittals for review under certain scenarios as required by the Statutes and Rules. The processes for each type of review are outlined below:

- I. Systems with design daily flows $\geq 3,000$ total gallons per day [15A NCAC 18A . 1938(e)] or for treatment of industrial process wastewater (IPWW) [15A NCAC 18A . 1938(f)].
 - A. Receive application
 - B. Assign staff
 - C. Notify state regarding need for review and convey materials to the State
 - D. Assist the State with processes outlined in Part 1A, Section I of the State report
- II. Design plans and specifications pursuant to Rule .1938(f).
 - A. Receive application
 - B. File a Request for Review describing which elements of the Submittal the OSWP should review.
 - C. Convey the Regulatory Submittal and Request to Review to the OSWP
 - D. Assist the State with processes outlined in Part 1A, Section II B of the State report
- III. Design daily flow review pursuant to Rule .1949;
 - A. Receive application
 - B. File a Request for Review File Request for Review for a proposal submitted based on Rule .1949 and convey it to the OSWP with the Regulatory Submittal.
 - C. Assist the State with processes outlined in Part 1A, Section II A of the State report
- IV. Design plans and specifications pursuant to Rule .1948(d);
 - A. Receive application
 - B. File Request for Review for a proposal submitted based on Rule .1948(d) and convey it to the OSWP with the Regulatory Submittal.
 - C. Assist the State with processes outlined in Part 1A, Section II C of the State report

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- V. Design plans and specifications for flow reduction utilizing low-flow fixtures or low-flow technologies pursuant to Session Law 2013-413 or 2014-120. The procedure below is for reviews conducted on the local level only.
- A. Receive application
 - B. Conduct Review
 - C. Provide a response to the Submitting Party that includes:
 - a. *An approval of the system* engineering plans and specifications, or
 - b. *A request for revisions* that include:
 - (a) A section detailing any required revisions with citation of applicable statute or rule(s);
 - (b) A section detailing any suggested or recommended revisions based upon current knowledge base (guidance, manuals or standards of practice).
 - c. *A request for additional information* that includes:
 - (a) A section detailing any required additional information with citations of applicable statute or rule(s) and ;
 - (b) A section detailing any suggested additional information based upon current knowledge base (guidance, manuals, or standards of practice).
- VI. Any other Regulatory Submittal for onsite wastewater system permitting, including, but not limited to design plans and specifications pursuant to Rules .1938 (d) and (e)
- A. Receive application
 - B. Assign staff
 - C. Conduct Review
 - D. Consult with OSWP (Regional Soil Scientist and/or State Engineer) as needed
 - E. Provide a response to the Submitting Party that includes:
 - a. *An approval of the system* engineering plans and specifications, or
 - b. *A request for revisions* that include:
 - (a) A section detailing any required revisions with citation of applicable statute or rule(s);
 - (b) A section detailing any suggested or recommended revisions based upon current knowledge base (guidance, manuals or standards of practice).
 - c. *A request for additional information* that includes:
 - (a) A section detailing any required additional information with citations of applicable statute or rule(s) and ;
 - (b) A section detailing any suggested additional information based upon current knowledge base (guidance, manuals, or standards of practice).

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Rutherford-Polk-McDowell District Health Department

Part 1B: Food Protection and Facilities: Standardize Certain Regulatory Review Procedures

Reference Session Law 2014-120, Section 29.(b).

The Rutherford-Polk-McDowell District Health Department Environmental Health Food, Lodging and Facilities staff reviews plans for new and renovated food service establishments. Plans for new and renovated Public Swimming Pools are also reviewed by the RPM District Health Department Environmental Health Staff. There are plan review checklists provided by the State to help ensure compliance with the Rules and Regulations.

- I. New and renovated independent food service establishments
 - A. Receive application, menu and plans drawn to scale
 - B. Assign staff
 - C. Review plans in accordance with 15A NCAC 18A .2600 and the N.C. Food Code Manual
 - D. Plan Review consultation with owner/contractor detailing any conditions that need to be met to comply with the Rules prior to and at intervals during construction
- II. Franchised and chain food establishments
 - A. Receive application and menu
 - B. Plans drawn to scale for franchised or chain food establishments shall be submitted for review and approval to the Environmental Health Services Branch, N.C. Division of Public Health as required by N.C. Food Code Section 8-201.11 and 8-201.12
 - C. Receive approval of plans from the Environmental Health Services Branch, N.C. Division of Public Health
 - D. Assign staff and review of plans at local level to familiarize staff with plans approved by Environmental Health Services Branch, N.C. Division of Public Health
- II. New and renovated public swimming pools
 - A. Receive application
 - B. Assign staff
 - C. Review plans in accordance with 15A NCAC 18A .2500 and consultation with the State Regional Environmental Health Specialist
 - D. Plan review consultation with owner/contractor and letter issued to applicant detailing any conditions that need to be met to comply with the Rules prior to and at intervals during construction

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Part 2A: On-site Water Protection Informal Internal Review Processes and Procedures to Develop and Maintain a List of Review Engineers

Reference Session Law 2014-120, Section 29.(c).

The Rutherford-Polk-McDowell District Health Department does not have local procedures for Informal Internal Review of On-Site Water Protection Regulatory submittals filed by a PE, nor does the department employ a PE. The department also does not maintain a list of private sector consultants. The Rutherford-Polk-McDowell District Health Department defaults to the State mechanism for Informal Internal Review as described below:

- I. If a Submitting Party requests an Informal Internal Review of an engineered design, the request will be forwarded to the State in accordance with Part 2A Section III of the State report.

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Rutherford-Polk-McDowell District Health Department

Part 2B: Food Protection and Facilities Informal Internal Review Processes and Procedures to Develop and Maintain a List of Review Engineers

Reference Session Law 2014-120, Section 29.(c).

The Rutherford-Polk-McDowell District Health Department does not have local procedures for Informal Internal Review of Food Protection and Facilities Regulatory submittals filed by a PE, nor does the department employ a PE. The department also does not maintain a list of private sector consultants. The Rutherford-Polk-McDowell District Health Department defaults to the State mechanism for Informal Internal Review as described below:

- I. Differences of opinion regarding the interpretation of a rule may be resolved through an informal review as provided in rule 15A NCAC 18A .2676.
- II. If a Submitting Party requests an Informal Internal Review of an engineered design, the request will be forwarded to the State in accordance with Part 2B Section II of the State report.

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Rutherford-Polk-McDowell District Health Department

Part 3A: Onsite Water Protection Review of Working Job Titles *Reference Session Law 2014-120, Section 29.(h).*

- I. Review of Working Job Titles of every employee on the Rutherford-Polk-McDowell District Health Department staff with job duties that include review of Regulatory Submittals.
 - A. Working Job Titles of all Environmental Health staff at the Rutherford-Polk-McDowell District Health Department were reviewed through Human Resources and current job descriptions. None of the titles include the term "engineer".

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Rutherford-Polk-McDowell District Health Department

Part 3B: Food Protection and Facilities Review of Working Job Titles *Reference Session Law 2014-120, Section 29.(h).*

- I. Review of Working Job Titles of every employee on the Rutherford-Polk-McDowell District Health Department staff with job duties that include review of Regulatory Submittals.
 - A. Working Job Titles of all Environmental Health staff at the Rutherford-Polk-McDowell District Health Department were reviewed through Human Resources and current job descriptions. None of the titles include the term "engineer".

****Note:** The informal review process was not requested or used in the RPM District during the year of 2015.