

SL 2014-120 Report-Wilkes County Environmental Health

Part 1A: On-site Water Protection: Standardize Certain Regulatory Review Procedures

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

Background: The Wilkes County Health Department On-site Water Protection Section receives Regulatory Submittals for review under multiple scenarios as provided for in statute and rule. The processes for each type of review are described 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 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 to the OSWP with the Regulatory Submittal.
- C. Assist the State with processes outlined in Part 1A, Section II.C of the State report

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. Assist the State with processes outlined in Part 1A, Section II.A of the State report

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VI. 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

VII. 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. File a request for review to Onsite Wastewater Program.
- 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).

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Part 1B: Food Protection and Facilities Branch: Standardize Certain Regulatory Review Procedures *Reference Session Law 2014-120, Section 29.(b).*

Background: The Food Protection and Facilities Branch (FPF) reviews plan submittals for prototype food establishments to be franchised in multiple counties. Local environmental health staff acting as authorized agents of the Department review individual food establishment plans. Plans for construction of public swimming pools are also reviewed by local health department staff acting as agents of the Department with technical assistance from the FPF staff. Plan review checklists are used to assure uniform review for compliance with the rules.

I. Food Service Establishment Review

- A. A Food Service Plan Review Application form and guidance are provided to assure all needed information is in order for approval.
- B. Receive application.
- C. Assign to Environmental Health Program Specialist.
- D. Application, plans and supporting documents reviewed for compliance with Food Code and 15A NCAC 18A.2600.
- E. Plan review letter issued to applicant detailing any conditions the need to be met to comply with rules.

II. Public Swimming Pool Review

- A. Receive application.
- B. Assign to Environmental Health Program Specialist.
- C. Application and supporting documentation reviewed within 30 days in accordance 15A NCAC 18A.2500.
- D. A public Swimming Pool Plan Review Checklist is used to check pool plans to assure all safety requirements and circulation system components are able to meet the water quality requirements.
- E. Plan review letter issued to applicant detailing any conditions that needs to be met to comply with rules.

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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).

- 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.
- II. A list of PEs available for Informal Internal Reviews will be developed in accordance with Part 2A Section IV of the State report.

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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).

- 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 2B Section II of the State report.
- II. A list of PEs available for Informal Internal Reviews will be developed in accordance with Part 2B Section III of the State report.