

Letter from the Director

An Important Note About Aerobic Maintenance Inspection

WCCHD is experiencing a number of problems with compliance of aerobic treatment unit (ATU) inspections and maintenance. Because it is a recurring issue, WCCHD is bringing this serious matter to the attention of the public and maintenance providers.

The major problem is that the routine aerobic OSSF maintenance inspection reports are submitted past due. Warning letters are often sent to ATU maintenance provider companies reminding them to submit the inspection reports on a timely basis. In addition, WCCHD often receives complaints from property owners stating that the inspections are not performed according to the contract with the ATU maintenance provider company.

After WCCHD receives OSSF maintenance inspection reports ATU units are spot-checked. With frequency during spot checks, WCCHD inspectors find no evidence that an inspection was performed and/or the inspection tag was not signed. Failure to have required inspections of ATU units may result in legal action by the County Attorney's office.

Paulo Pinto, RS
Director of Environmental Services
WCCHD Environmental Division

Download Forms Online

Many of the OSSF forms and applications required by the WCCHD Environmental Office are available online at publichealthwilliamson.org/environmentalforms/

The forms are in the easy-to-use Adobe Acrobat format.

The following forms are currently available on the WCCHD website:

- Aerobic On-Site Sewage Facility Affidavit
- Application for Evaluation of an Existing On-Site Sewage Facility
- Application Procedures for a New On-Site Sewage Facility
- On-Site Sewage Facilities Rules
- Permit Fees
- Procedures for Inspection of Unlicensed OSSF
- Transfer of License/OSSF Renewal Application

Williamson County & Cities Health District
Environmental Division
303 Main Street
Georgetown, Texas 78626
Phone: (521) 930-4390
Fax: (512) 930-3110
Email: ppinto@wcchd.org

The Environmental Division

OSSF UPDATE

Williamson County, Texas



Williamson County & Cities Health District
Your Public Health Department

Environmental Division
303 Main Street
Georgetown, Texas 78626
Phone: (521) 930-4390
Fax: (512) 930-3110
Email ppinto@wcchd.org

www.publichealthwilliamson.org

On-Site Sewage Facility Site Evaluations

A review of the site and soil evaluation process for on-site sewage facilities (OSSF) in Williamson County

Step 1: The certified and licensed private site evaluator evaluates the soil in at least two excavation pits. The excavation pits should be dug at opposite ends of the proposed disposal areas (septic field) for the OSSF. The pits should be excavated to a depth of two feet below the adopted excavation of the disposal area, or to a restrictive horizon. The site evaluations or must indicate drainage patterns, surface improvements, easements, and any other requirements as specified by state regulations

Step 2: The site and soil evaluation is then submitted as part of the OSSF permit application.

Step 3: Upon receiving the site and soil evaluations, a Williamson County and Cities Health District (WCCHD) inspector conducts an inspection of the site to review the site and soil evaluations. Normally the WCCHD inspection is scheduled for the next business day or shortly thereafter. If for some reason, such as rain, the submitter wishes to cancel the inspection they must notify the WCCHD environmental office immediately by phone at 930-4390.

If the WCCHD on-site inspector is in agreement with the site and soil evaluations, the submittal is forwarded for consideration with the OSSF design planning material. If the WCCHD on-site inspector does not agree with the site and soil evaluations, the site evaluation is turned down with written notice. The licensed site evaluator is then expected to resubmit a new, fully correct site and soil evaluations.

The WCCHD (and the TCEQ) expectation is that all legal records regarding OSSF permit applications are completely accurate. WCCHD inspectors are instructed to use discretion on small differences such as siltation, minor erosion, and **small** differences within the allowable percentage of broken rock.

We cannot approve an OSSF permit application, regardless of its appropriateness, if the site evaluation is not accurate.

WCCHD is happy to discuss ways the District can serve licensed site evaluators and the public better, while conforming to the requirements established by the WCCHD Board of Health. Please do not hesitate to contact the Environmental Division .

WCCHD Suggestions for Facilitating Applications

WCCHD strives to review and approve OSSF permit applications as promptly as possible. The approval review by the WCCHD is conducted chronologically after its submittal and the response is issued within 30 days from the date of the approved site and soil evaluations. To expedite approval of OSSF permits, WCCHD would like to remind OSSF plan designers to carefully check their designs before submitting them. A high percentage of rejected applications are due to errors that could have been avoided by carefully proofreading the work. Below are some other common errors in permit applications.

1. When a word processor is used to produce a new design for the OSSF permit application package from a design for a previous site's permit application, the work may not always fully revised. The new site's permit application will then contains incorrect information.

2. Site plans not showing all necessary details such as the location of water lines, property lines, public utility easements, drainage, surface improvements and all other requires information must be rejected.
3. When pump curves are not provided with the design, the application must be rejected.
4. When float setting location in inches and gallons is not shown, the application must be rejected.
5. When specific model number for filters, control panels, aerobic treatment unit (ATU), vacuum breakers etc. are not provided, the application must be rejected.

OSSF designs that do not include all necessary information are rejected and delay the review process. The time it takes to review design resubmittals further delays the process for other systems in line for review. The less we have to reject OSSF designs, the faster we can give permission to construct.

If registered sanitarians, professional engineers any other interested party would like to consult with WCCHD Environmental Division staff on the necessary items for design approval please feel free to contact us. WCCHD also has a checklist available to use for confirming compliance in design requirements available.

Installer's Responsibilities

During installation of an OSSF, a registered installer or registered apprentice must be on site. A registered installer or registered apprentice must on-site for the OSSF inspection, which requires operating the system in order to conduct the inspection. This on-site requirement includes having one a registered installer or registered apprentice present during the excavation of a tank hole if that is the function contracted.