



How to Obtain an On-site Wastewater Treatment System (OWTS) Permit

It is recommended that you apply for an OWTS Permit and Building Permit concurrently. State law requires the OWTS Permit to be issued prior to the Building Permit. OWTS Permits expire after 120 days without an active building permit.

ALL OWTS IN EAGLE COUNTY MUST BE DESIGNED BY A COLORADO REGISTERED PROFESSIONAL ENGINEER. See link below for a list of Engineers in Eagle County.

OWTS Permit applications are available online or at the following locations:

<https://www.eaglecounty.us/environmentalhealth/septicsystems>

Eagle County Government Main Campus
500 Broadway
Eagle, CO 81631
(970) 328-8755

Eagle County Annex
20 Eagle County Drive
El Jebel, CO 81623
(970) 704-2700

Electronic delivery of design and application is preferred, if paying by check please include check number in email, If paying online please indicate so with attachments: environment@eaglecounty.us

Make checks payable to:

Eagle County Environmental Health

Or, Pay Online:

<https://client.pointandpay.net/web/eaglecoenvhealth>

Address mail correspondence to:

Eagle County Environmental Health
PO Box 179, Eagle, CO 81637

The following must be complete to obtain an OWTS permit:

1. Applicable fees (see fees and work description below, call ECEH for clarification).
2. Complete OWTS application (including legal description, tax parcel number and physical address). Incomplete applications will not be processed.
3. Indicate the Licensed Systems Contractor you have chosen. A current list is located on the website.
4. Satisfactory site plan from a Colorado Registered Professional Engineer.
5. Satisfactory soil profile results from a Colorado Registered Professional Engineer or other Qualified Professional.
6. Eagle County's review and approval of the Engineer's design.

SPECIAL NOTES:

- An OWTS permit must be issued to the Licensed Systems Contractor prior to any installation, repair, or alteration work is performed. The contracted Licensed Systems Contractor must receive the permit from ECEH before the OWTS is installed.
- The State Law requires that the OWTS permit be issued before the building permit is issued. If your application is incomplete, it will delay the issuance of your OWTS permit, and the issuance of the building permit.

- Building permit applications, submitted separately to the Community Development Department, may be conducted concurrently by building, planning, and engineering staff as the OWTS permit application.
- OWTS permits are required for all installations, alterations, or repairs of any OWTS. Only Licensed Systems Contractors approved by Eagle County are authorized to perform work on OWTS. A list of Licensed Systems Contractors is available on the website.
- Eagle County Board of Health declares that its general policy is to require the use of public sewer systems where and whenever feasible and to limit the installation of OWTS only to areas that are not feasible for connection to public sewer. Eagle County will not issue an OWTS permit where the structure to be served is within the applicable Water and Sanitation District that provides public sewer, unless the public service provider is not willing to serve the structure, and authorizes the use of an OWTS.

OWTS Permit Work Class Definitions- Fees and Application Requirements

New Installation- \$1423- New Builds. Requires an Engineer design submitted with permit application. Includes up to three ECEH Inspections.

Major Repair- \$1023- Full OWTS or STA repair or replacement. Requires Engineer design with permit application. Includes up to three ECEH Inspections.

Minor Repair- \$623- Tank Replacement when original system design was not engineered or not known (pre 1975 and/or undocumented). Requires engineer evaluation and/or design submitted with application. Includes one required ECEH Inspection.

Alteration- \$623- Bedroom Additions/ADU Additions/Remodels. Requires Engineer evaluation and design, as well as pumping and inspection report of existing system with statement of functionality submitted with application. Includes one required ECEH inspection.

Small Repair- \$223- Sewer pipe replacements, pump replacements. Replacement of existing parts/components exactly as originally designed and permitted by the Professional Engineer on the permit record and, does not the way the system was originally designed to function(Like-for-like replacement of components in original design). Connection to a designed and permitted OWTS home from an auxiliary building, such as a non-commercial shop with plumbing fixtures, that does not increase the daily flow rate. The contractor must submit scope of work and photos with the permit application. Includes one required ECEH inspection.

OWTS Contractor License w/ Exam (New and every 5 years)- \$75

Renewing OWTS Contractor License- \$37

OWTS Cleaner License w/ Exam (New and every 5 years)- \$75

Renewing OWTS Cleaners License- \$37

Work that does not require a permit includes: adding risers and/or tank lid replacements, tee replacement, cleanout replacements, and very minor five feet or less of straight sewer pipe replacement where the contractor will submit scope of work and before and after photos to ECPHA.