



**EAGLE COUNTY**

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

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It is recommended that you apply for an OWTS Permit and building permit concurrently since state law requires the OWTS Permit to be issued prior to the building permit

AS OF 06/27/2014 ALL OWTS MUST BE DESIGNED BY A COLORADO REGISTERED PROFESSIONAL ENGINEER

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OWTS Permit applications are available on line or at the following locations:

Eagle County Government Main  
Campus 590 Broadway  
Eagle, CO 81631  
(970) 328-8755

Eagle County Annex  
0020 Eagle County  
Drive El Jebel, CO  
81623 (970) 704-2700

Call (970) 328-8755 to have a permit application sent to you or download one from our website at [environment@eaglecounty.us](mailto:environment@eaglecounty.us).

**Address all correspondence to:**

Eagle County Environmental  
Health P.O. Box 179, Eagle, CO  
81637

**Make checks payable to:**

Eagle County Environmental  
Health

**The following must be complete to obtain an OWTS permit:**

1. Applicable fees
2. Complete OWTS application (including legal description, tax parcel number and physical address.) Incomplete applications will not be processed.
3. Indication 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 perc test and soil profile results from a Colorado Registered Professional Engineer
6. Eagle County's approval of the Engineer's design.

**SPECIAL NOTES:**

- All OWTS permits are issued only to the Licensed Systems Contractor indicated on the application. A Licensed Systems Contractor must be selected before the OWTS permit will be issued.
- 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 will be conducted concurrently by building, planning, and engineering staff with the OWTS permit application.

- OWTS permits are required for all installations, alterations, or renovations 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 public sewers. Eagle County will not issue an OWTS permit where the structure to be served is within 400 feet of a public sewer unless the public service provider is not willing to serve or authorizes the use of an OWTS