

ONSITE SEWAGE TREATMENT AND DISPOSAL SYSTEM REQUIREMENTS

1. City of Ventura onsite sewage treatment and disposal system (Septic system) permit application package is to be filled out in its entirety.
2. All seepage pits will require a Soils Engineer, Geologist, Civil Engineer or state of California approved Professional to design a system. Requirements are listed out in the California Regional Quality Control Board Los Angeles Region form 200 Appendix and Instructions.
3. A Los Angeles Regional Water Quality Control Board permit is required by the State of California, for all Onsite Sewage Treatment and Disposal Systems.
4. An Emergency permit with the City of Ventura for Onsite Sewage Treatment and Disposal System, may be obtained based on an emergency basis, to avoid waste effluent from tainting surface soils, underground /aboveground water ways, storm water run-off and or poses a health risk.
5. Permit Final of a City of Ventura Onsite Sewage Treatment and Disposal System (Septic System), shall only be approved with evidence such as: a letter from the Los Angeles Regional Water Quality Control Board approving of their permit, or copy of such permit.

**ONSITE SEWAGE TREATMENT AND
DISPOSAL SYSTEM APPLICATION**

Application For: New System Abandonment Repair

Applicant: _____ Date: _____

Contractor: _____

Mailing Address: _____

Telephone #: _____

Property Information

Property Address: _____

Parcel Number: _____ Zone: _____

IS sewer available as per california plumbing code § 713.4? Yes No

Distance To Public Sewer: _____ Feet

Single Family Dwelling Number Of Bedrooms _____
 Multi-family Residence (SFD – MFD)

Please Complete the Following:

1. Site Plan: See Attached
2. Bedroom Equivalent and Fixture Unit Worksheet (Pages 3 and 4)

Prior to submitting this application, authorization shall be obtained from the Los Angeles Regional Water Quality Control Board for the installation of a new or replacement of a private sewage disposal system.

Please attach a copy of the permit or LARWQC Board authorization.

The LARWQC address is:

320 W. 4th Street, Suite 200 Phone: 213-576-6600
Los Angeles, CA 90013-2343 Fax: 213-576-6640

In the space provided below, please ✓ or ✗ the appropriate boxes.

Please provide a dimensional plot plan including:

- All items marked below; location and size of proposed or existing drainfields and associated replacement area(s);
- Home site;
- Location of and distances from all existing water supply system features; property lines, easements and rights of way
- Neighboring structures of concern
- Location and size of all buildings and structures on the property, and the location of existing or new private disposal systems.

Well – Public/Private

Neighboring Dwelling

Trees

Cut Banks

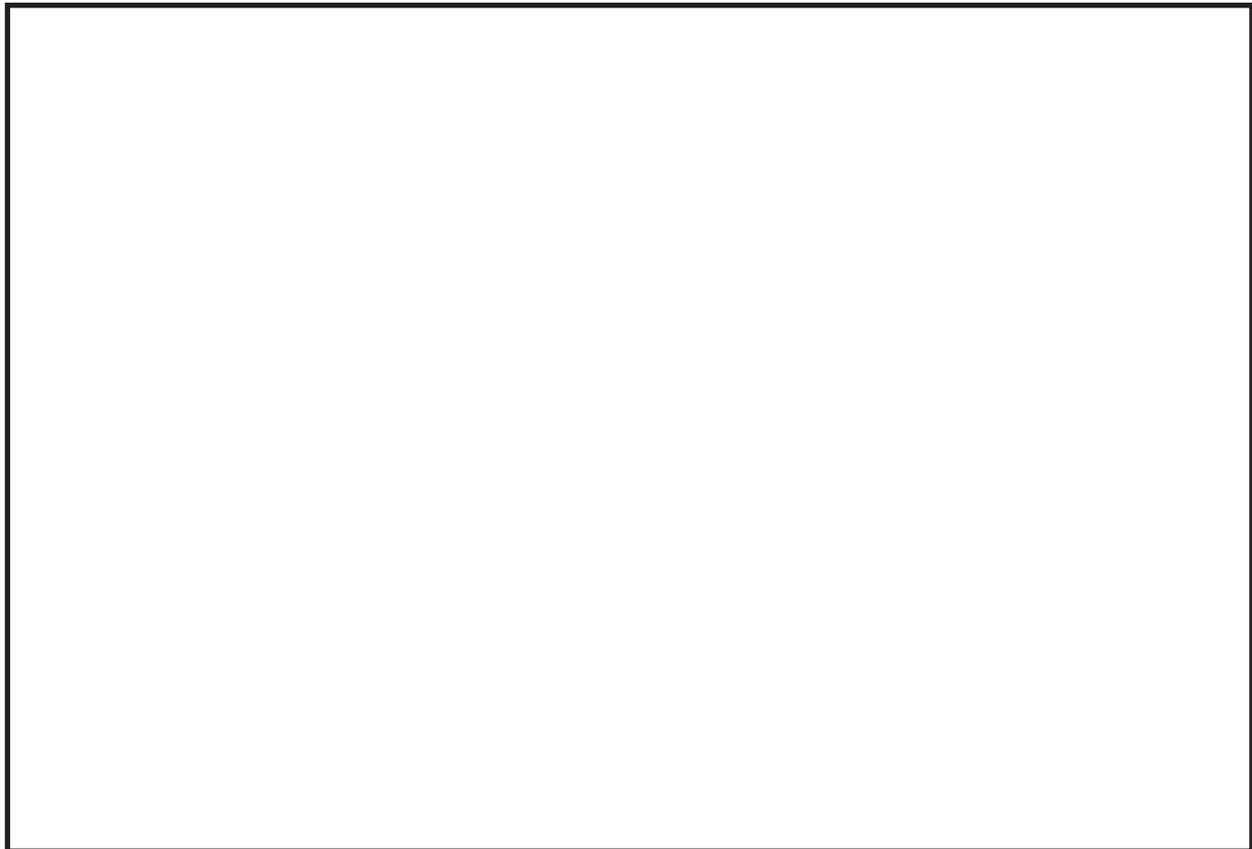
Easements

Property Lines

Waterline – Public/Private

Other

Site Plan



Signature of the Applicant: _____ Date _____

Septic Tank Sizing Criteria Single Family Dwellings

Calculate septic tank capacity by both number of bedrooms and by number of plumbing fixture units. Use capacity based on plumbing fixture units if greater than capacity based on number of bedrooms.

| Number of Bedrooms | Septic Tank Capacity (Gals.) | No. of Plumbing Fixture Units | Septic Tank Capacity (Gals) |
|---|-------------------------------------|--------------------------------------|--|
| 3 or less | 1000 | 25 or less | 1000 |
| 4 | 1200 | 26-33 | 1200 |
| 5-6 | 1500 | 34-45 | 1500 |
| Additional Bedrooms Add 150 Gallons Capacity Per Bedroom In Excess of 6 | | 46-55 | 2000 |
| | 56-60 | 2250 | |
| | 61-70 | 2500 | |
| | 71-80 | 2750 | |
| | | 81-90 | 3000 |
| | | 91-100 | 3250 |
| | | Over 100 | Add 25 Gals Capacity Per Fixture Unit in Excess of 100 |
| Septic Tank Capacity | | | |

Onsite Sewage Disposal System Bedroom Equivalents and Fixture Units Worksheet

Applicant: Use this worksheet to identify the number of rooms and plumbing fixture units in a structure **before and after** your proposed construction is completed. Complete the information requested below and submit this worksheet to the inspection services division with each application for a new system or existing system. For a "new system", only complete the "proposed" column.

Applicant Name _____

Site Street Address _____ City _____ Zip _____

Assessor's Parcel Number _____

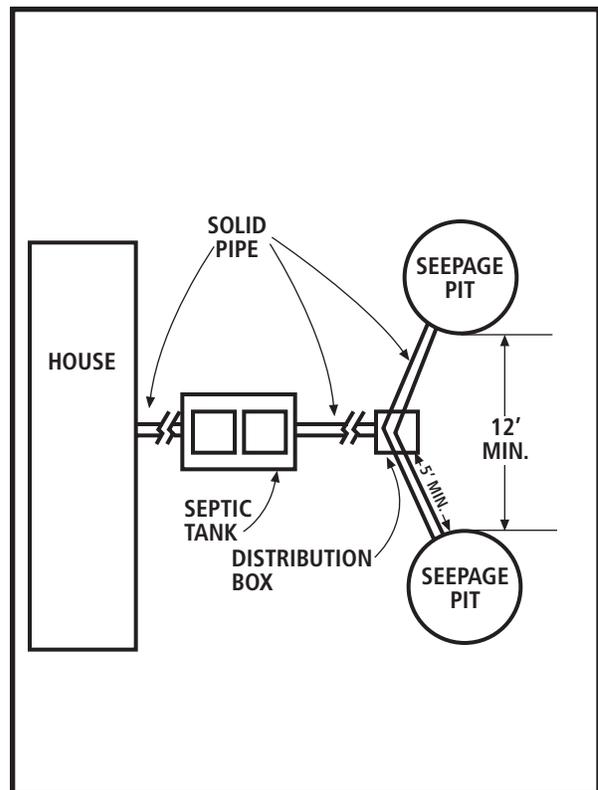
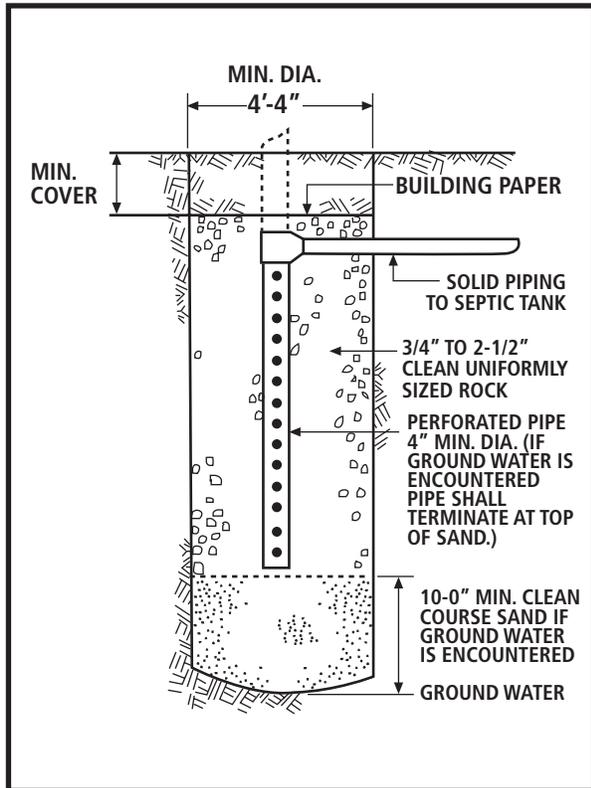
| Bedroom Equivalent Rooms | | | | Core Rooms | | | | Office Use Only | |
|--------------------------|----------|----------|-------------|------------|----------|--------------------|----------|-----------------|---|
| | Existing | Proposed | | Existing | Proposed | | Existing | Proposed | Verified By: |
| Bedroom | | | Work Shop | | | Kitchen | | | Date: |
| Library | | | Studio | | | Living | | | Comments By Reviewer: *A family room is defined as a room with an unobstructed opening into a living room, dining room, or kitchen, or a room where at least one half of the area of the common wall is open and unobstructed. |
| Study | | | Pool Cabana | | | Dining | | | |
| Office | | | Recreation | | | Bath | | | |
| Exercise | | | Other: | | | Utility | | | |
| Game Room | | | | | | Family | | | |
| Den | | | | | | Garage/ Carport | | | |
| Loft | | | | | | | | | |

| Fixture Units Guide <i>Plumbing fixture units are determined by multiplying the number of each fixture by the unit value.</i> | | | | | | | | | |
|--|------------------|---|-------------------|---|----------------|---|------------|---|---------------------|
| Type of Plumbing Fixture | Existing Fixture | + | Proposed Fixtures | = | Total Fixtures | X | Unit Value | = | Total Fixture Units |
| Bathtub | | | | | | | | | |
| Clothes Washer/Laundry Tub | | | | | | | | | |
| Tub/Shower Combination | | | | | | | | | |
| Shower | | | | | | | | | |
| Kitchen Sink and/or Dishwasher | | | | | | | | | |
| Bar Sink | | | | | | | | | |
| Flush Toilet | | | | | | | | | |
| Utility Sink | | | | | | | | | |
| Bidet | | | | | | | | | |
| Floor Drains | | | | | | | | | |
| Wash Basin (Lavatory) | | | | | | | | | |
| Other | | | | | | | | | |

Total Bedroom Equivalents = Existing _____ + Proposed _____ = Total _____

Total Fixture Units = Existing _____ + Proposed _____ = Total _____

Guidelines for Seepage Pit Design

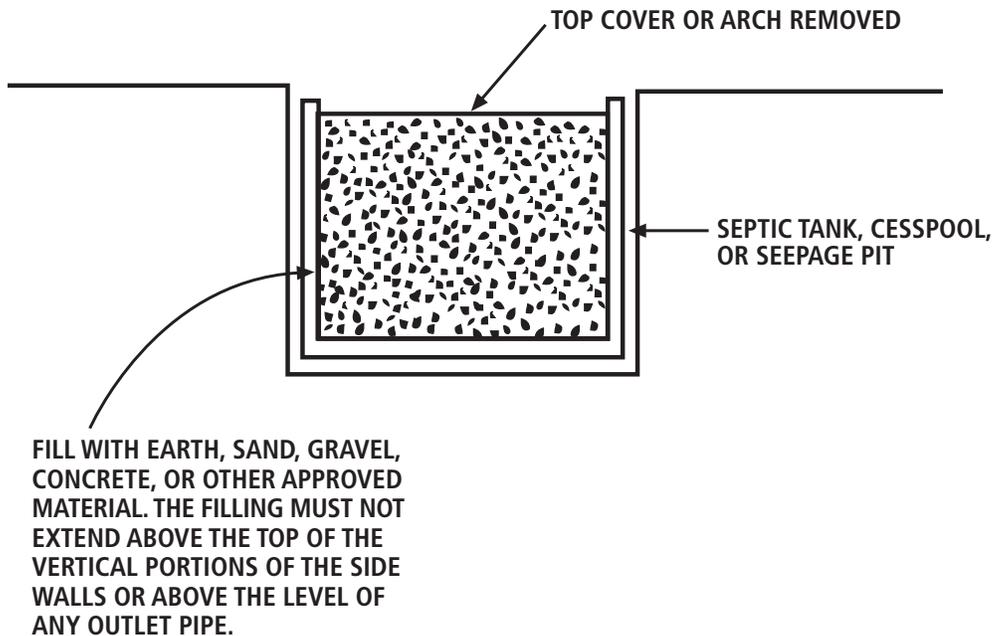


Septic Tank Abandonments

When a septic tank is abandoned in conjunction with connection to a public sewer, the Inspection Services Division will inspect the septic tank abandonment. In such cases, a plumbing permit issued by the inspection services division must be obtained.

Procedures for abandoning a septic tank, cesspool, or brick-lined seepage pit:

- Step 1** Completely remove (pump out) all sewage from the septic tank, cesspool, or brick-lined seepage pit. Provide a copy of the pumping receipt to the inspector.
- Step 2** Remove the top cover or arch over the septic tank, cesspool, or brick-lined seepage pit.
- Step 3** Fill the septic tank, cesspool, or brick-lined seepage pit with clean earth, sand, gravel, concrete, or other material approved by inspection services. Do not fill above the top of the vertical portions of the sidewalls or above the level of any outlet pipe. *See diagram below.*
- Step 4** When filling with earth or sand, jet and compact the material to prevent settling.
- Step 5** Call for an inspection.
- Step 6** Fill to grade level **only after** approval from the inspection services inspector is received.



HOURS: Monday, Tuesday, Wednesday and Friday, 8:00 a.m. to 5:00 p.m.
Thursday 9:00 a.m. to 5:00 p.m.

LOCATION: Ventura City Hall, 501 Poli Street, Room 117

PHONE: (805) 654-7869

MAILING ADDRESS: P.O. Box 99, Ventura, CA 93002-0099