

# Dolores County Board of Health

PO Box 608

Dove Creek, CO 81324 970-677-2383

## How to Obtain an On-Site-Wastewater Treatment System Permit

### STEPS

This is a brief list of the steps necessary to complete the permit process. More information on each step is below.

1. Application
2. Site Plan
3. Soils evaluation
4. System design by engineer, designer or owner
5. Design approval by DCBOH
6. Final inspection
7. Final permit issued by DCBOH

### APPLICATION

An application for an On-Site Wastewater Treatment System (OWTS) permit must be completed clearly and accurately since this will be a legal document and part of a permanent record. This can be done at either the Dolores County Commissioners office, or online at [dolorescounty.org](http://dolorescounty.org) (email us at [dcdolocnty@fone.net](mailto:dcdolocnty@fone.net) the completed form with signature). OWTS Permit Application fees are:

- New system permit \$400.00
- The state requires a \$23.00 surcharge for each application, which is included in this fee
- Repair/Alteration permit \$300.00

The Assessor's Parcel number, the site address, and the site plan are required to complete the Application.

### SITE AND SOIL EVALUTATION

A complete site evaluation and soil test must be performed to identify the treatment capabilities of the soil and to adequately size the system. Two, two foot by six foot deep pit will be dug around the area where the field will be constructed, and the Dolores County Board of Health Inspector will examine this pit to identify soil types. This soil test is also a factor in determining if an engineer is necessary to submit the design.

## SYSTEM DESIGN

Septic systems may need to be designed by a Professional Engineer (PE) when adverse site conditions such as fast or slow percolating soil, high seasonal ground water, shallow bedrock, steep slopes, or setback complications are encountered.

## DESIGN APPROVAL

Once the design is approved, and "Authorization to Construct," will be issued specifying details of the OWTS being installed and any notes to the installer. The Contractor can then begin installing your system.

## SYSTEM INSPECTION (before backfill)

When construction of the OWTS is complete, but not yet backfilled, the applicant or contractor must contact the Dolores County Board of Health Inspector to request a final inspection.

**This request must be made at least 2 full days in advance of the expected/desired inspection date.**

## FINAL INSPECTION AND CERTIFICATION

After the system passes the inspection, it can be covered and the ground graded as noted in the design. Once complete, the Dolores County Board of Health Inspector will perform a final inspection.

## FINAL PERMIT ISSUANCE

The Dolores County Board of Health Inspector will review all documentation and photos on the system. If everything complies, a final permit will be issued.

**CONTACT THE DOLORES COUNTY COMMISSIONERS OFFICE  
AT 970-677-2383 TO SCHEDULE AN APPOINTMENT WITH THE INSPECTOR**

**DOLORES COUNTY**  
**ONSITE WASTEWATER TREATMENT SYSTEM (OWTS)**  
**SEPTIC SYSTEM APPLICATION AND PERMIT**  
**PO Box 608 Dove Creek, CO 81324**  
**970-677-2383-dcdolocnty@fone.net**

PERMIT #

Date of Application	<input type="text"/>	Fee Paid	<input type="text"/>	Check or Cash		<input type="text"/>
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This permit expires one year from the date of issuance, Extensions may be granted upon request

Fee includes three trips to location: Any additional trips will cost \$100.00 per trip, charged to the applicant

Purpose of Permit :

<input type="checkbox"/> NEW	<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial
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Repair/Alteration

Owner is responsible for uncovering the entire system if necessary

Owner/Applicant	Phone
Property Address	Legal S _____ T _____ R _____
Subdivision	Lot #
Mailing Address	Email
Contractor	Phone

Parcel Identification #	Parcel Size (in acres)
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No. Persons	<input type="text"/>		Yes	No
No. Bedrooms	<input type="text"/>	Is this property located in a floodplain	_____	_____
No. Bathrooms	<input type="text"/>	Are any wells located within 100' of system	_____	_____

CHECKLIST:	Date Completed
<b>New Homesites, Driveway permit &amp; Improvement Notice Required</b>	
Site Plan provided	<input type="text"/>
Soils test completed	<input type="text"/>
Systems Design provided	<input type="text"/>
Initial Inspection completed	<input type="text"/>
Final inspection completed	<input type="text"/>
As Built drawing provided	<input type="text"/>
Final Permit Issued	<input type="text"/>

This system shall be constructed in accordance with the Colorado State and Dolores County regulations governing sewage disposal systems, subject to the issuance of a permit, and to **final inspection before back filling.**

The issuance of a permit does not constitute assumption by the DCBOH or its employees of liability for the failure of any sewage disposal system.

Signature of Applicant _____		Date	<input type="text"/>
Signature of Inspector _____			<input type="text"/>

Date of Approval

Approved	<input type="text"/>	Denied	<input type="text"/>	<input type="text"/>
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**DOLORES COUNTY  
ONSITE WASTEWATER TREATMENT SYSTEM (OWTS)**

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NAME \_\_\_\_\_ PERMIT NO. \_\_\_\_\_ DATE \_\_\_\_\_

**DESIGN CRITERIA**

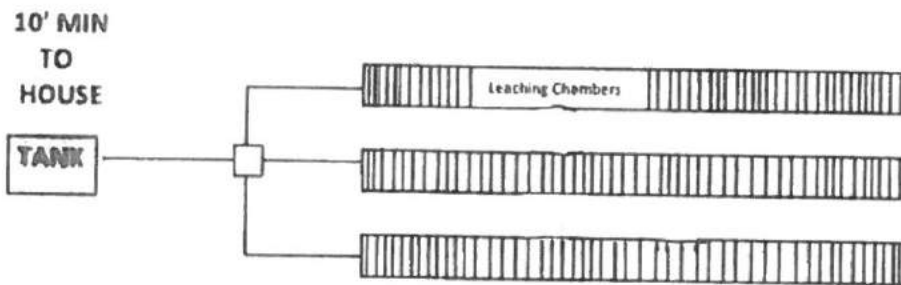
Design Discharge \_\_\_\_\_ gpd

Septic tank size \_\_\_\_\_ gal.

Minimum Surface Area \_\_\_\_\_

Aerator Size \_\_\_\_\_ gal.

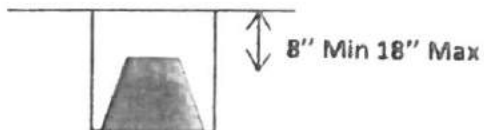
**LEACH FIELD SYSTEM**



**INSTALLATION MUST MEET MANUFACTURES SPECIFICATIONS**

**TRENCH UNDER INFILTRATORS MUST BE LEVEL**

**CROSS SECTION INFILTRATOR SYSTEM**



PRELIMINARY PLAN APPROVED BY \_\_\_\_\_

**DOLORES COUNTY  
ONSITE WASTEWATER TREATMENT SYSTEM (OWTS)**

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**NAME** \_\_\_\_\_ **PERMIT NO.** \_\_\_\_\_ **DATE** \_\_\_\_\_

**DESIGN CRITERIA**

Design Discharge \_\_\_\_\_ gpd

Septic tank size \_\_\_\_\_ gal.

Minimum Surface Area \_\_\_\_\_

Aerator Size \_\_\_\_\_ gal.

**LEACH FIELD SYSTEM**