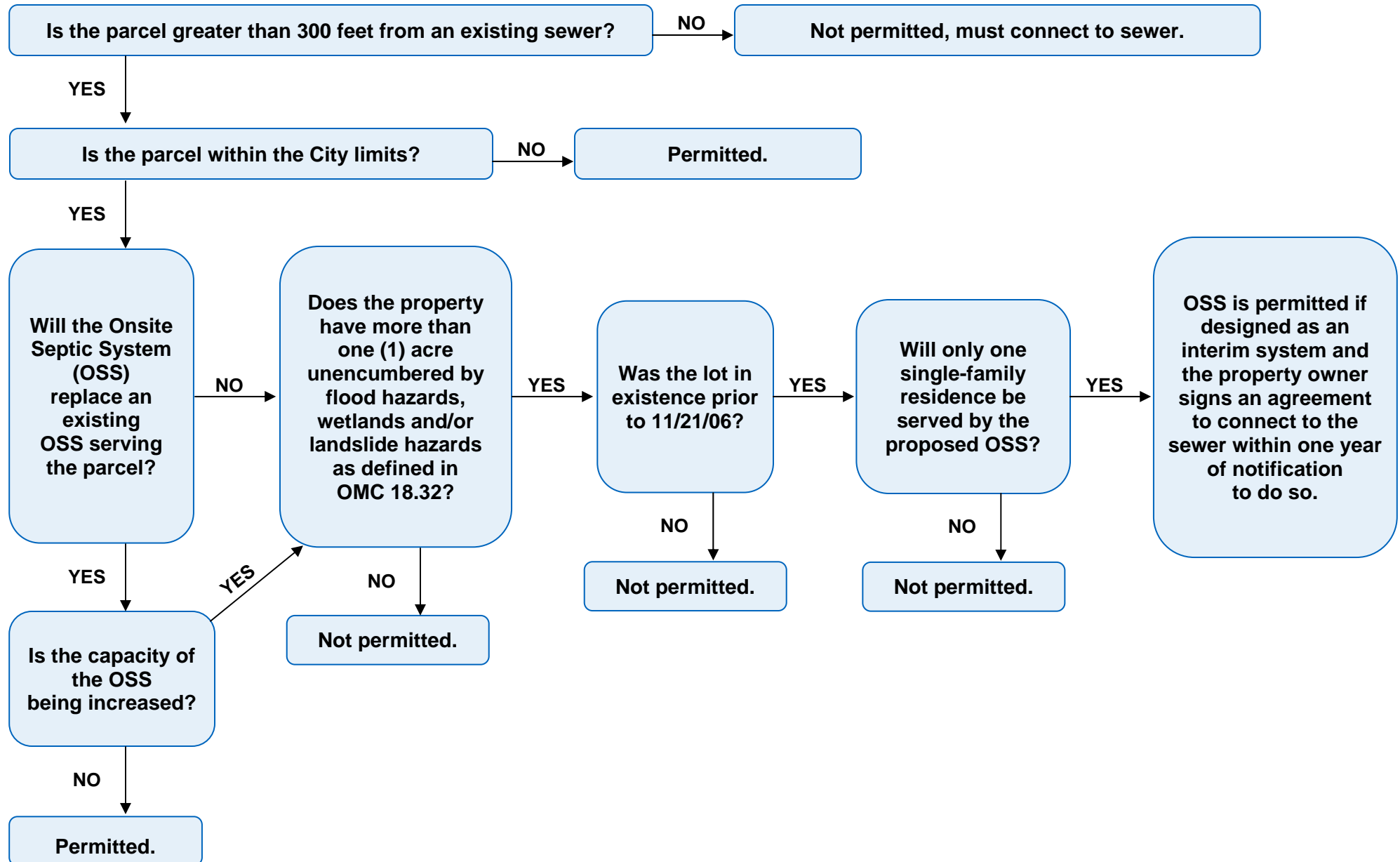


# Onsite Septic Systems - Permitting Flowchart / City of Olympia Sewer Service Area

This flowchart is intended to help determine when onsite sewage systems can be installed within the City limits.

CITY OF OLYMPIA PUBLIC WORKS DEPARTMENT

SEPTEMBER 2009



The following section of the *Olympia Municipal Code* addresses the installation of onsite sewage systems within Olympia city limits.

13.08.050 - Adoption of Wastewater Management Plan

There is hereby adopted by reference as Exhibit "A" the "City of Olympia Wastewater Management Plan, with 2007 amendments," three (3) copies of which shall be kept on file in the office of the City Clerk and the Olympia Public Works Department. This Plan shall be considered a part of this ordinance as though fully set forth herein. Specific substantive requirements of the Plan include:

- A. New onsite sewage systems shall be permitted within the city limits only to serve a single-family residence provided:
1. The property being served is an undeveloped lot of record larger than one (1) acre located more than 300 feet from the sewer and the lot is existing prior to November 21, 2006;
  2. The lot size determination shall include only those portions of a lot unencumbered by flood hazards, wetlands and/or landslide hazards as defined in OMC 18.32;
  3. Permitted onsite sewage systems shall be considered interim facilities and must be designed for conversion to the sewer system when sewer becomes available;
  4. Development of properties with onsite sewage systems shall be in accordance with the Residential Districts' Development Standards for Developments without sewer systems on Individual Lots, in OMC Section 18.04.080(E)(2).
- B. All properties being served by onsite sewage systems and located within the urban growth boundary including within the city limits shall enter into an appropriate agreement with the city agreeing to connect the residence directly with the proper sewer in accordance with the provisions herein, within one (1) year after date of official notice to connect, provided that the sewer is within 300 feet of the property. A user can avoid incurring the charges provided herein by discontinuing the generation or discharge of any waste from the site and capping the wastewater connection. The capping of the wastewater connection must pass City inspection.
1. Application fees as established by the City Council shall be paid upon the submittal of a signed Onsite Sewage System Agreement requesting use of an onsite sewage system;
  2. Requirements that the cost of the sewer extension be borne in whole by the applicant for sewer services, subject to any provisions in effect at the time of connection for latecomer reimbursement;
  3. The agreement shall not be executed prior to the time formal application is made for approval of the project for which onsite sewage system is requested. The term of said agreement shall terminate at the time any project application or approval expires or is revoked for any reason. A new agreement shall also be required for any extension of project applications or approvals or when in the opinion of the Director of Community Planning & Development, a substantial change or addition is made to the project; and
  4. Following execution, such agreement shall be recorded by the City in the records of the Thurston County Auditor, at the cost of the applicant.

### Need More Information?

- Additional information regarding onsite sewage systems within the Olympia urban growth area can be found online in the *City of Olympia Wastewater Management Plan* at: [www.olympiawa.gov/cityutilities/wastewater/plan](http://www.olympiawa.gov/cityutilities/wastewater/plan)
- For additional information, contact Eric Christensen at (360) 570-3741 or via e-mail at [echriste@ci.olympia.wa.us](mailto:echriste@ci.olympia.wa.us).

