Chapter 23. Operation, Maintenance and Monitoring

A. Purpose

The purpose of the Onsite Maintenance and Monitoring (OM&M) program is to assure all systems operate as designed, protect the environment, and provide economical, dependable, long-term service to their owners.

B. Applicability

- 1. The program applies to all system permits issued after January 1, 2005. Owners of existing systems are encouraged to voluntarily opt into the program. Existing systems not voluntarily opting into the program will be brought into the program if the existing system fails, if a repair, modification or expansion permit is issued, if a septic authorization notice is issued, or if septic tank or dosing/pump tank permit is issued.
- 2. OM&M requirements vary depending on the complexity of the system or environmental considerations. The following table summarizes OM&M requirements based on site and system variables:

Site or System Variable	Requirement
Septic tank to gravity drain field	Homeowner education (see subsection D)
Septic tank to pressure distribution disposal field	Homeowner education
	Homeowner's manual (see subsection D)
Supplemental treatment (i.e. septic tank to sand filter)	Homeowner education
	OM&M Database Tracking
	Homeowner's manual
	Renewable operating permits (see subsection G)
	Notice on property deed (see subsection H)
	Inspection by Certified OM&M Specialist (see subsection I)
Experimental system	Any combination of the above and as specified in the conditions of approval
Alternative system approved through experimental program	Any combination of the above and as specified in the conditions of approval
Other Systems as required by the conditions of approval	Any combination of the above and as specified in the conditions of approval

C. Homeowner Responsibility

It is the responsibility of the homeowner to properly operate their system and assure that it is maintained in accordance with the provisions stipulated at the time of permit issuance.

D. Homeowner Education:

- 1. The Division shall provide homeowner education material on system operation and maintenance on the County Webpages.
- 2. The System Designer shall provide a system owner's manual and maintenance schedule (Homeowner's Manual) to the owners of the systems that are more complex in nature than the standard septic tank to gravity distribution system. At a minimum, the manual will include the following elements:
 - a. Diagrams of the major system components
 - b. Explanation of general system function, operational expectations, owner responsibility, etc.
 - c. Routine maintenance schedule
 - d. Names and telephone numbers of the system designer, local health authority, supplier/installer, and/or the management entity to be contacted in the event of a failure

- e. Information on "trouble-shooting" common operational problems that might occur
- f. Note: This information should be as detailed and complete as needed to assist the system owner to make accurate decisions about when and how to attempt corrections of operational problems, and when to call for professional assistance.

3. Proprietary System Authorized Agent shall:

- a. Instruct or assure that instruction regarding proper operation and maintenance of the system/device is provided to the owner of the residence or facility, the designer, and the Division
- b. Provide instruction in sufficient detail for maintenance to be achieved through certified OM&M specialists

E. The Certified OM&M Specialist shall:

- 1. Meet and maintain the requirements for certification outlined in this program.
- 2. Provide all required maintenance and monitoring reports to the Division within 30 days of service.
- 3. Report system malfunctions that result in surfacing sewage or that require major system repair to the Division within 24 hours of knowledge of that condition.

F. Requirements of the Renewable Operating Permit

1. The system owner shall sign a maintenance agreement with a certified service provider.

2. OM&M Annual Report

- a. Annual inspection by a certified OM&M specialist is required. Proof of inspection shall be submitted in the form of an annual report, meeting the reporting requirements of this Chapter.
- b. Compliance with OM&M requirements and conditions of approval will be verified by the Division.

3. Operating Permit Renewal Frequency

a. Operating permits are valid for one year, and must be renewed annually. The Division will renew the operating permit upon receipt of the appropriate fee and verification of compliance with OM&M requirements.

4. Change of Ownership

- a. Renewable operating permits are issued to the system owner and are non-transferable when ownership changes.
- b. As part of the review process associated with re-issuance of a Renewable Operating Permit, the Division or a designated representative may:
 - i. Review file records to assure the system is in compliance with the OM&M program requirements

- ii. Make an on-site inspection of the system
- iii. Provide information to the new system owner concerning the design, intended use, and performance history of the system

G. Notice on Property Deed

1. Owners of systems requiring Renewable Operating Permits will record appropriate notice of these requirements with the property deed for the benefit of future owners and successors.

H. Certified OM&M Specialist Inspections

- 1.Inspection by a certified OM&M Specialist is required for all systems more complex than the standard septic tank to gravity or pressure distribution disposal field system.
- 2. Complexity of inspection will be related to the complexity and maintenance requirements of the system components.
- 3. Inspection frequency required by the Division will vary in accordance with the maintenance needs of the system components, based on consideration of:
 - a. Conditions of approval for alternative, experimental, or other type of system or system components installed
 - b. Recommendations of the manufacturer
 - c. Industry standards of practice
- 4. Systems utilizing supplemental treatment, such as sand filter systems and aerobic treatment systems, must be inspected at least annually by an OM&M Specialist. Supplemental treatment systems shall have post treatment effluent testing every three years for fecal coliforms, biochemical oxygen demand, total suspended solids and total nitrogen. Systems that produce effluent that does not meet the approved parameters shall be evaluated by the system's manufacturer or authorized agent, the necessary repairs conducted if required and follow up effluent sampling to ensure system is working properly.

I. Certification Requirements for OM&M Specialists

- 1.The Division shall certify that each OM&M specialist meets the minimum qualifications as outlined below:
 - a. Specialized License, Training and Examination
 - b. OM& M Specialists must:
 - i. Possess an active C-42 contractor's license in accordance with the provisions of the California Business and Professions Code.
 - ii. Pass an examination approved by the Division to assure a basic minimal competence in on-site sewage and OM&M.
 - iii. Continuing Education: OM&M Specialists shall stay current on issues related to on-site sewage treatment and system operation and maintenance through continuing education.

J. Revocation of Certification:

- 1. The following will be grounds for revocation of the certification of the OM&M Specialist
 - a. Failure to inform the Division of a failing system
 - b. Failure to submit OM&M reports within the time period specified within the program
 - c. Falsifying findings or data
 - d. Misrepresenting OM&M requirements to the homeowner
- 2. Action taken by the Division may include:
 - a. Requirement for re-examination
 - b. Suspension of certification
 - c. Revocation of certification

Chapter 24. Experimental System Requirements

A. General Statement

The Experimental System Program reviews proposals for the use of new sewage treatment and disposal technology. Where there is determined to be adequate technical, scientific, and engineering support for the viability of a proposed technology, a limited number of uses is approved and tracked as experimental systems.

B. Purpose

The purpose of this program is to allow new on-site sewage conveyance, treatment, and disposal technology to be introduced into Placer County in a methodical and monitored manner after review