# Water Quality Control Policy for Siting, Design, Operation and Maintenance of Onsite Wastewater Treatment Systems (OWTS Policy) Monitoring and Reporting Example Template

## NUMBER AND LOCATION OF COMPLAINTS - OWTS POLICY SECTION 3.3.1

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Unique ID or Permit # (Optional)** | **Date Complaint Received** | **Location of Complaint Address** | **Location of Complaint City** | **Complaint Type (Optional)** | **Description of Complaint** | **Resolution of Complaint** | **Date Complaint Resolved** |
| *10000001* | 7/8/2017 | *20803 S. CARR AVE* | *MANTECA* | *4200 - LIQUID WASTE PROGRAM* | *STRONG SEPTIC/METHANE SMELL. WATER TASTES LIKE SEWAGE.* | *08 - Unable to Verify Alleged Complaint* | *7/9/2017* |
| *10000002* | 7/9/2017 | *1410 N. TRUCK AVE* | *STOCKTON* | *4200 - LIQUID WASTE PROGRAM* | *ILLEGAL SEPTIC REPAIR.CONTRACTOR INSTALLED A TANK WITHOUT PERMIT.* | *01 - Field Response-Violations Cited and Corrected* | *7/10/2017* |
| *10000003* | 7/10/2017 | *12437 W. BIRD* | *TRACY* | *4200 - LIQUID WASTE PROGRAM* | *TENANT FELL INTO LEAKING SEPTIC TANK, FOUL ODORS, FECES.* | *S3 - Septic system repaired* | *7/11/2017* |
| *10000004* | 7/11/2017 | *403 CAT* | *STOCKTON* | *4200 - LIQUID WASTE PROGRAM* | *COMPLAINANT ALLEGES TENANT IS THROWING OUT WASTE WATER ONTO LAND.* | *S1 - Tank Pumped* | *7/12/2017* |
| *10000005* | 7/12/2017 | *403 CAT* | *STOCKTON* | *4200 - LIQUID WASTE PROGRAM* | *COMPLAINANT ALLEGES TENANT IS THROWING OUT WASTE WATER ONTO LAND.* | *S2 - Hooked up to public sewer* | *7/13/2017* |
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Satisfies OWTS Policy 3.3:

3.3.1: # and location of complaints

3.3.1: How complaints resolved:

* Unable to Verify
* Violation Cite and Corrected
* Tank Pumped
* Hooked up to Public Sewer
* Septic System Repaired

## APPLICATIONS AND REGISTRATIONS -OWTS POLICY SECTION 3.3.2

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| --- | --- | --- | --- | --- |
| **Unique ID or Permit # (Optional)** | **Permit Type (Optional)** | **Registration Name** | **Registration Location Address** | **Registration Location City** |
| *P00000000* | *4244 - PUMPER TRUCK* | *SEPTIC COMPANY A* | *123 ALPHA* | *LODI, CA 95240* |
| *P00000001* | *4244 - PUMPER TRUCK* | *SEPTIC COMPANY B* | *234 BRAVO* | *ACAMPO, CA 95220* |
| *P00000002* | *4244 - PUMPER TRUCK* | *SEPTIC COMPANY C* | *345 CHARLIE* | *RIPON, CA 95366* |
| *P00000004* | *4244 - PUMPER TRUCK* | *SRC PUMPING CO* | *456 DELTA* | *SACRAMENTO, CA 95830* |
| *P00000006* | *4244 - PUMPER TRUCK* | *SRC PUMPING CO* | *456 DELTA* | *SACRAMENTO, CA 95830* |
| *P00000007* | *4244 - PUMPER TRUCK* | *SRC PUMPING CO* | *456 DELTA* | *SACRAMENTO, CA 95830* |
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Satisfies OWTS Policy 3.3:

3.3.2: Applications and registrations issued per septic tank cleaning registration program (Health and Safety Code (HSC) Section 117400)

## OWTS POLICY SECTION 3.3.3 and 9.3.3 (9.3.1-9.3.2)

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Column A Unique ID or Permit # (Optional)** | **Column B Date Permit Issued** | **Column C Permit Type** | **Column D Location of Permit Address** | **Column E Location of Permit City** | **Column F Latitude (or APN)** | **Column G Longitude (or APN)** | **Column H**  **TIER** | **Column I (Tier 2 Only)**  **Variance Issued?** | **Column J (Tier 2 Only)**  **Parcel Size (Acre)** | **Column K (Tier 2 Only)**  **OWTS Repair Cause** |
| *AB000001* | *10/4/2017* | *Repair* | *29197 E SHARP RD* | *ESCALON* | *37.9012345* | *-120.9012345* | *1* | *No* | *0.9* | *Siting - Erosion* |
| *AB000002* | *10/5/2017* | *Repair* | *1164 E BRIDGE RD* | *ACAMPO* | *38.0123456* | *-121.0123456* | *2* | *No* | *2.6* | *Siting - Low Infiltration* |
| *AB000003* | *10/6/2017* | *Replacement* | *12148 E TANGENT RD* | *ACAMPO* | *38.1234567* | *-121.1234567* | *3* | *No* | *2.0* | *Siting - GW Encroachment* |
| *AB000004* | *10/7/2017* | *Replacement* | *12148 E TANGENT RD* | *ACAMPO* | *38.1234567* | *-121.1234567* | *4* | *No* | *0.5* | *Siting - High Infiltration* |
| *AB000005* | *10/8/2017* | *Replacement* | *12148 E TANGENT RD* | *ACAMPO* | *38.1234567* | *-121.1234567* | *1* | *No* | *0.8* | *Undetermined* |
| *AB000006* | *10/9/2017* | *Replacement* | *12148 E TANGENT RD* | *ACAMPO* | *38.1234567* | *-121.1234567* | *2* | *No* | *5.0* | *Non-Siting Cause* |
| *AB000007* | *10/10/2017* | *Replacement* | *12148 E TANGENT RD* | *ACAMPO* | *38.1234567* | *-121.1234567* | *2* | *Yes* | *8.0* | *Design Predates Standards* |
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**Fields in Columns A through G are present in current EnvisionConnect product; user-defined fields are needed for fields noted in columns H through J. See additional explanation below.**

Columns F and G: Optional Latitude and Longitude within the area of the drainfield (or tank if there is no drainfield) or APN *unless* the parcel is in the high density area as described in Section 7.8, Table 1, then this is required.

Column H: Indicate Tier permit issued under per OWTS Policy: Tier 1, Tier 2 (under LAMP), Tier 3, Tier 4

Note: The parcel size and cause of failure information will provide assessment information required per 9.3.2-Summarize status of Water Quality Assessment Program.

Column I: Indicate if permit issued is a variance (**Tier 2 Only**)

Column J: Provide parcel size where OWTS is located (**Tier 2 Only**)

Column K: Provide OWTS Failure Cause per list (**Tier 2 Only**):

* (Siting - Erosion): Erosion of soils covering dispersal field
* (Siting -Low Infiltration): Clay or other low-permeable soils in dispersal field unable to accept wastewater effluent load
* (Siting - GW Encroachment): Groundwater inundation of septic tank/dispersal
* (Siting - High Infiltration): Porous soils allowing wastewater effluent to load directly to groundwater
* (Undetermined): Cause of failure is unknown
* (Non-Siting Cause): Cause of repair is not due to a siting issue. May be a collapsed tank, excess flow, root intrusion, house remodel or other
* (Design Predates Standards): Cesspool, non-water tight redwood tank, single compartment tank
* Provide OWTS information for failures only (use the list provided) Or Provide OWTS information from all permits and add the following options:
* Development - new installation - no cause (pick one)
* Upgrade - system is undersized for proposed project - improvement (pick one)
* Meets Standards - but system old/sluggish or seasonal failure and owners are selling - maintenance

## UNDER DEVELOPMENT PLEASE CONTACT THE REGIONAL WATER BOARD - MONITORING PROGRAM EVALUATION - OWTS POLICY SECTION 9.3.3

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sample Location Address | Sample Location City | Sample Type | Latitude (or APN) | Longitude (or APN) | Date of Sample Collection | Analyte | Result | Result Units |
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\*This is an optional template and may be used or modified according to the jurisdictions LAMP.

Note: Section 9.3.3 requires "all groundwater monitoring data generated by the local agency to be submitted in EDF format for inclusion into GeoTracker, and surface water monitoring to be submitted to CEDEN in a SWAMP comparable format." The State has indicated the data must come directly to them from the lab and currently labs charge for the EDT transfer. This issue is still being worked on at this time.

### List of Terms

CEDEN - California Environmental Data Exchange Network

EDF - Electronic Deliverable Format

EDT - Electronic Data Transfer

LAMP – Local Agency Management Program

OWTS Policy- Water Quality Control Policy for Siting, Design, Operation and Maintenance of Onsite Wastewater Treatment Systems

SWAMP - Surface Water Ambient Monitoring Program