



Based on these documents and regulations:

- Exempted from these requirements are systems that were in use prior to:
 - July 1, 1998 for systems that would require a Commercial Operating Permit (Memo 98-039).
 - July 5, 1989 for systems that would require an I/M Operating Permit [381.0065(4)(j)2].
- This exemption is only valid for as long as the original owner, system, and use remains unchanged. Examples of items that void this exemption are:
 - Change in ownership.
 - Change in estimated sewage flow.
 - New system installation.
 - System expansion or addition.
 - System repair.
 - Change in wastewater characteristics.
 - Change in wastewater strength.
 - Change in original permit conditions.

109



Commercial and I/M Operating Permits are applied for on forms:

- DH4081 – Application for Onsite Sewage Treatment and Disposal System Operating Permit...and...
- DH4081A – Business Survey
- These forms:
 - Document the proposed operating conditions.
 - Must be amended prior to changes in operating conditions.
 - Are filled out each year, and reviewed for compliance with the original system approval.
 - Must be submitted with fees before an OSTDS receives final approval.
 - Must be reviewed and approved by the County Health Department annually prior to Issuing the Operating Permit.



Operating Permit Application Considerations

110



I/M and Commercial Operating Permits:

- The permits bear:
 - Permit Type
 - Permit Number
 - Permit Owner and Location
 - Conditions of Operation
 - Expiration Date



Regulatory Items **Location on the Permit**

111



Annual Operating Permit: System Inspections

- In order to ensure compliance with the conditions of operation specified on a Commercial or I/M Operating permit, an annual inspection is required.
- These inspections serve to determine whether any changes have occurred which would require the permit conditions to be amended or the permit to be revoked.
- The standard for determining if such is required, is comparison of the existing conditions to those specified on the originally approved permit and application.

112



Commercial and I/M Operating Permits Annual Inspections:

- Annual site inspections are conducted to verify that the conditions of operation stated on the permit are not being exceeded.
- These inspections serve to document the operating conditions and determine if there have been any changes from the permitted and approved operating conditions.
 - These inspections are conducted annually by the CHD.
 - If the operating conditions have changed, an existing system evaluation and permit amendment is required.
 - If there is sufficient change in the operating conditions, a system modification, repair, new system installation, or denial of the permit may be required.

113



Performing the Annual Inspection:

- **Minimum requirements for the CHD's annual inspection:**
 - At minimum, the County Health Department Inspector must verify that there is no change from:
 - The approved system construction.
 - The approved structure.
 - The approved conditions of operation.
 - The specifics for these items will differ based on the establishment being inspected.

What are examples of different conditions of operation that should be inspected?

Use the Operating Permit Inspection Form as a guide.

114



Operating Permit Requirements:

- By rule and statute, a Biennial Operating Permit is required prior to use of an ATU or PBTS.
 - The permit application, fee, and maintenance contract must be received by the County Health Department prior to final approval of system construction.
 - The permit must specify the operating conditions, including the sampling and testing requirements that must be provided by the design engineer.
 - The permit is issued in the name of the property owner, but is mailed to the approved maintenance entity.
 - Once issued, the approved maintenance entity must handle all of the required interaction with the DOH and the homeowner (collection and payment of fees, sampling, reporting, etc.) – the homeowner should not need to contact the CHD.
 - The operating permit is non-transferrable. At the time the owner of a residence or business changes, or a tenant of a business changes, a new permit must be applied for.
 - Operating permits are not renewed – they are applied for, reviewed, and issued at the beginning of each permit cycle.

118



ATU and PBTS Operating Permits:

- The permits bear:
 - Permit Type
 - Permit Number
 - Permit Owner and Location
 - Conditions of Operation
 - Expiration Date

ATU and PBTS Operating Permits require multiple inspections throughout the permit cycle.



Regulatory Items

Location on the Permit

119



ATU and PBTS Annual Inspections:

- The minimum inspection and monitoring associated with the Operating Permit:
 - Is dependent on what level of treatment was deemed appropriate through the permitting process.
 - Is specified on the construction application and permit by the design engineer.
 - Must, at minimum, address the required operating parameters.
 - Must appear on the DOH Operating permit.
 - Is in addition to the annual site inspections by the CHD.
 - Must be carried out by an approved maintenance entity.

Minimum standards are summarized in memo 08-003.

120



Maintenance Entities:

- Before servicing a system, a Maintenance Entity must:
 - Be or employ a Registered Septic Tank Contractor, Licensed Plumber, or Class D Wastewater Plant Operator and:
 - Be trained by the manufacturer of each product they wish to service.
 - Obtain a Maintenance Entity Service Permit from the Health Department in the county where their business is based (Application form DH4066).
 - Sign a maintenance contract with the owner of each system they wish to service.
 - Obtain the Operating Permit for each system they wish to service (form DH4081).
- While a system is under their care:
 - The Maintenance entity must:
 - Service the system as prescribed by the manufacturer, and submit reports to the County Health Department where the system is located. The number of service reports to be submitted is 2 per year for residential, and 4 per year for commercial systems.
 - Respond to emergency calls within 36 hours, and notify the CHD of any emergency service to the system.
 - Report to the CHD when a property owner refuses to renew a maintenance contract, or when there must be an amendment to the permit.
 - Serve as the primary point of contact for both the property owner and the CHD.

Besides prescribed visits and monitoring or sampling requirements, the maintenance requirements are based on the manufacturer's training.

**Memo HSES 08-003 INSPECTION AND MONITORING FOR ATU'S AND PBTS
64E-6 FAC Summary**



PERFORMANCE STANDARDS	CONVENTIONAL SEPTIC SYSTEM	AEROBIC TREATMENT UNIT	>1500 gpd AEROBIC TREATMENT UNIT	SECONDARY TREATMENT STANDARDS	ADVANCED SECONDARY TREATMENT STANDARDS	ADVANCED WASTEWATER TREATMENT STANDARDS	FLORIDA REYS TREATMENT STANDARDS	OTHER*
INSPECTION/ MAINTENANCE FREQUENCY	Recommended every 3 to 5 years	1 x per year - CHD 2 x per year - ME	1 x per year - CHD 2 x per year - ME Class D Operator	1 x per year - CHD 2 x per year - ME	1 x per year - CHD 2 x per year - ME	1 x per year - CHD 2 x per year - ME	1 x per year - CHD 2 x per year - ME	1 x per year - CHD 2 x per year - ME
MONITORING/SAMPLING <small>This is for all systems designed to meet the specified treatment standards</small>	not applicable	not applicable	CBOD5 and TSS or Ponding Depth ¹ and Fecal Coliforms Semi-annually	Specifications To Be Set By Design Engineer ²	Specifications To Be Set By Design Engineer ²	CBOD5 and TSS or Ponding Depth ¹ Frequency varies ²	Specifications To Be Set By Design Engineer ²	Specifications To Be Set By Design Engineer ²
For Drainfield Reductions	not applicable	not applicable	not applicable	Ponding Depth Quarterly ²	Ponding Depth Quarterly ²	Ponding Depth Quarterly ²	Ponding Depth Quarterly ²	Ponding Depth Quarterly ²
For Redwood Subsoils and/or Increase Authorized Flow	not applicable	not applicable	not applicable	Fecal Coliforms Semi Annually	TN, P and Fecal Coliforms Semi Annually	TN, P and Fecal Coliforms Frequency varies ²	not applicable	not applicable

Though the Operating Permits are Biennial, the inspection frequency is required on an Annual basis.
