Virginia Department of Health

Office of Environmental Health Services

Interim Guidance:

Implementation of the

Alternative Discharging Sewage Treatment Regulations for Single Family Home Dwellings

12VAC5-640

February 3, 2016Table of Contents

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Acronyms

AOSE: Alternative Onsite Soil Evaluator

OSE: Onsite Soil Evaluator

PE: Professional Engineer

Definitions

"Biochemical oxygen demand, five day" or "BOD5" means the quantitative measure of the amount of oxygen consumed by bacteria while stabilizing, digesting, or treating biodegradable organic matter under aerobic conditions over a five-day incubation period; BOD5 is expressed in milligrams per liter (mg/l).

"Reliability" means a measure of the ability of a component or system to perform its designated function without failure or interruption of service. Overflow criteria, such as an allowable period of a noncompliant discharge, are utilized solely for the establishment of reliability classification for design purposes and are not to be construed as authorization for, or defense of, an unpermitted discharge to state waters. The reliability classification shall be based on the water quality and public health and welfare consequences of a component or system failure.

"Reliability Class I" means a measure of reliability that requires a treatment system design to provide continuous satisfactory operation during power failures, flooding, peak loads, equipment failure, and maintenance shut-down. For the purposes of this chapter, continuous operability shall be defined as restoring proper operation or otherwise eliminating the out-of-compliance discharge within 24 hours. This class includes design features, such as additional electrical power sources, additional flow storage capacity, and additional treatment units that provide operation in accordance with the issued permit requirements.

"Reliability Class II" means a measure of reliability that requires a treatment design that limits out-of-compliance discharges due to power failures, flooding, peak loads, equipment failure, and maintenance shut-down to less than 36 hours. This class includes design features such as alarms with telemetry to the operator, additional treatment units, or additional flow storage capacity that provide operation in accordance with the issued permit requirements.

"Reliability Class III" means a measure of reliability that requires a treatment design that limits out-of-compliance discharges due to power failures, flooding, peak loads, equipment failure, and maintenance shut-down to less than 48 hours. This class includes design features such as onsite alarms and owner initiated operator notification to address the alarm condition to provide operation in accordance with the issued permit requirements.

"Total residual chlorine" or "TRC" means a measurement of the combined available chlorine and the free available chlorine available in a sample after a specified contact time.

"Total suspended solids" or "TSS" means solids in effluent samples that can be removed readily by standard filtering procedures in a laboratory and expressed as mg/l.

"Treatment level 2 effluent" or "TL-2 effluent" means effluent that has been treated to produce BOD5 and TSS concentrations less than or equal to 30 mg/l each.

"Treatment level 3 effluent" or "TL-3 effluent" means effluent that has been treated to produce BOD5 and TSS concentrations less than or equal to 10 mg/l each.

**PREFACE**

**Introduction**

This manual is designed primarily to assist staff in the implementation of the Alternative Discharging Sewage Treatment Regulations for Individual Single Family Dwellings 12VAC5-640 (*Discharge Regulations*). An index to the *Discharge Regulations* can be found in Appendix A. No attempt was made to cover every possible problem or outcome that may arise. Its purpose is to provide guidance, accountability and focus on the actions and decisions necessary to accomplish the goal.

This is an update to the 1995 manual for the *Discharge Regulations.* The *Discharge Regulations* were revised December 16, 2015, and this manual reflects the revised regulations.Actions are identified with an associated purpose or outcome. Procedures are defined to accomplish each action and an individual is designated to do the action. Time frames for the completion of the action and level of review are also included. The processes described are generic with the purpose or desired outcome of each action defined. If questions arise, or if a second opinion is necessary, the EHS is advised to confer with their supervisor.

**Background**

The *Discharge Regulations* apply to single family homes discharging less than or equal to 1000 gallons of wastewater per day which are registered under the Department of Environmental Quality's (DEQ's) Virginia Pollutant Discharge Elimination System (VPDES) General Permit for Domestic Sewage Discharges of Less than or Equal to 1,000 gallons per day (9VAC25-110) (*General Permit*).The *General Permit* is under DEQ's VPDES program which authorizes discharges to surface waters of Virginia. DEQ, under the guidance of the U.S. Environmental Protection Agency (EPA), implements the stream protection requirements of the Federal Clean Water Act using the VPDES program.

**Program Goals**

The goals of the discharging system program are to protect both public health and the environment. The public health risks related to exposure to improperly treated human waste are detailed in GMP #2. Diseases such as Salmonellosis, Shigellosis, Cholera, Viral Hepatitis A, and Viral Gastroenteritis can be related to exposure to improperly treated human waste. Given that humans and pets have the potential to come into contact with discharges permitted through this program, it is critical that the discharging systems be maintained and operated properly. Appendix B contains a handout that may be given to homeowners that informs them of the importance of maintaining their system.

The Health Department's mission is to guide citizens through the permitting process and educate them on the on-going operation and maintenance requirements of their discharge treatment system. The *Discharge Regulations* and DEQ’s *General Permit* are the tools we have to accomplish this mission.

**An overview**

The public service aspect of the regulations provides a permitting mechanism whereby relief can be obtained for some lots that are not suitable for on-site sewage disposal systems. Public health is protected through the proper siting of systems, the proper selection of systems, and through a two-fold enforcement program. The first enforcement strategy in the regulations is to assure that individual system owners properly operate and maintain their systems. The second strategy is directed at system manufacturers. The Department's intention is to assure that the only systems permitted are those that can function reliably within the operation and maintenance (O&M) constraints of the regulations.

The permitting process has been revised with the December 16, 2015 update of the *Discharging Regulations*. The focus of the program is on outcomes and how well systems function. The Department of Health intends to make the permit process as understandable as possible for citizens seeking a permit. It is also our intention to assure that citizens are as fully informed as possible about their responsibilities to operate and maintain a discharge treatment system.

**DEQ vs VDH Role**

DEQ issues the *General Permit* that authorizes the discharge based on VDH’s site evaluation recommendation through the Combined Application. All *General Permits* have the same expiration date. DEQ updates and reissues the *General Permit* every 5 years. Existing permitted systems generally have to reapply for coverage under the *General Permit.*

VDH issues the construction permit and the operation permit for each system. VDH is charged with ongoing inspection, compliance and enforcement of the permitted facilities. While DEQ may take enforcement action, VDH will generally take the lead in any enforcement action.

**Delegation and Responsibility**

Nothing in this manual is intended to prevent the appropriate delegation of an action to a qualified subordinate. The delegation of an action does not diminish the responsibility of the delegating individual. For example, this manual places the responsibility for scheduling client appointments with the environmental health specialist. In many offices the actual work may be done by a clerk operating under the general guidance of the environmental health specialist or an environmental health manager. This practice is acceptable provided the environmental health specialist assures that the action is completed. In other words, if the contact is not made, it remains the environmental health specialist's responsibility to make an appointment for a site visit. Equally important, some offices accomplish actions using higher levels of management than designated in this manual.

Responsibility may be assigned higher than designated in this manual, but not lower. The intention of this manual is to assure that certain minimum quality checks and balances exist, not to dictate the structure by which they will be accomplished. Adapting these checks and balances into your structure is acceptable. When doing so, remember that actions can be delegated upward or downward; responsibility can only be reassigned upwards.

**Communication**

Effective communication is probably the most important measure of a work unit's effectiveness. Good relationships are the foundation of good communication. Where good communication exists, information moves up as well as down. One of the best rules for deciding what needs to be communicated is simply, "No one likes surprises." This is especially true of your boss (no matter whether you are the newest environmental health specialist or the Commissioner). If something happens your supervisor is likely to hear about - good, bad or indifferent - take the time to inform your supervisor.

**Enforcement Attitude**

The Department's enforcement program matches resources and program goals. The goals of this program, as well as the potential health risks, dictate a relatively stringent enforcement approach.

Installation inspections, by VDH, the private sector or both, will be used to help assure that systems are installed as designed and permitted. On-going monitoring and sampling/results will be used to initiate necessary repairs, adjustments and maintenance.

Education and assistance to the public are necessary; however, when systems fail to achieve the discharge limits in the General Permit, increasingly strict enforcement actions will be taken to obtain compliance. Nothing in this manual should be interpreted as promoting leniency toward individuals who own and operate discharging systems in violation of these regulations. Violators shall be apprised of the situation, and then be given a reasonable time to comply. Failure to make repairs or adjustments will result in a notice of alleged violation and may result in civil penalties and/or further legal action if the problem is not corrected.

**Combined Application Receipt and Processing**

**Overview**

The application process for an alternative discharging system begins with the denial of a site for onsite options in accordance with 12VAC5-640.30D and the applicant’s expressed desire to pursue a discharge option. In most cases, the EHS, private OSE, and/or PE evaluating the site for onsite options will begin considering the discharge option on the same visit during which onsite options are eliminated as this is typically when the applicant expresses an interest in pursuing the discharge. During this phase, it is incumbent on the onsite professional to discuss the discharge application, discharge permitting processes, and the owner’s responsibilities for operating and maintaining these systems post-installation. Many applicants will have some very broad idea of the discharge option, but, most will not be familiar with the process regarding the ongoing/recurring system monitoring, operation, and maintenance (O&M) and will have many questions. For VDH personnel, matters of cost are best referenced to the private sector, but certainly an applicant should be made aware of the ongoing/recurring O&M requirements and costs that are part of ownership. An example letter to the owner is provided in Appendix C which transmits a copy of the Combined Application Form and relays the owner’s responsibilities under a discharge permit.



**Receipt of a Combined Application**

**Purpose:** To initiate the process for obtaining the *General Permit* to discharge from DEQ through an evaluation of a proposed discharge point to determine compliance with VDH *Discharge Regulations.*

**Individual Responsible:** Receipt of the application will be by office services personnel. However, prior to receipt, VDH EH professionals may have provided advice and/or assistance in filling out the Combined Application. While not obligated, VDH personnel should help prospective applicants with the completion of the Combined Application as a matter of good customer service as many applicants will find this to be an intimidating process. The review of the Combined Application is assigned to EH personnel according to District protocol. However, office structure should be in place to assure that application assignment is immediate. This may mean it is assigned according to job duties, territory, or some other mechanism.

**Procedure:** Once the Combined Application is received it must be reviewed for completeness. In some cases, applicants may have discussed, or contracted with a PE for design services. In these cases, the PE has likely provided the necessary detail for the Combined Application process, but, some applicants will rely heavily on VDH personnel for assistance. While not obligated, VDH personnel should help prospective applicants in the completion of the Combined Application as a matter of good customer service. Should information be missing or erroneous on the Combined Application, the EHS should notify the Applicant and/or the submitting PE to correct the noted deficiencies. Generally, every effort should be made to have these issues corrected by requesting an office visit by the applicant to review the submittal to eliminate the need to send denial letters. An EHS may make corrections to the form with applicant or PE input so long as it is documented that the changes/edits were agreed upon by the involved parties.

The survey plat requirement for the Combined Application may be waived in accordance with GMP 2015-01. GMP 2015-01 outlines the criteria and contains the required forms to request a waiver.

**Level of Review/Time Constraints:** The review process for the Combined Application falls mainly on the EHS, though an EH Supervisor and/or Manager should be part of the process prior to a final determination of completeness or incompleteness. There are no regulatory time constraints for this process, however, as a matter of practice, the review of a Combined Application should be completed within five days of its receipt. If deficiencies are noted and an applicant does not make needed edits/corrections within five days of verbal notice, a letter of denial spelling out corrective actions may be warranted. Denials should never be sent until supervisory personnel have first reviewed.

**Site Evaluation**

**Purpose:** The site evaluation is conducted by VDH EHS personnel to determine if the site complies with the requirements of the *Discharging Regulations*.

**Individual Responsible:** The site evaluation is generally conducted by the EHS to whom the Combined Application review was assigned.

**Procedure:** While not required, the site evaluation should be conducted in the presence of the Applicant and/or the PE, if one has been contracted by the Applicant. This will help expedite the process should questions arise during the evaluation. The EHS should document the evaluation with a site sketch that denotes measurements between the proposed discharge site and all required regulatory set back distances. Use a copy of the Combined Application to verify that all required information is documented.

The EHS is responsible for conducting a comprehensive evaluation of the area to be permitted and is expected to review records on file at the local health department. During the site evaluation, the EHS is expected to identify and locate relevant structures that may impact on, or be impacted by, the proposed discharging system. This includes structures that can be seen as well as those that cannot be seen, but can be reasonably assumed to exist such as wells and sewage disposal systems on adjacent properties. Under no circumstances should an EHS rely exclusively on the information submitted with an application to the exclusion of conducting a thorough field evaluation.

By the conclusion of the site evaluation, the EHS shall inform the applicant whether or not the site complies with VDH requirements, and VDH will forward the application to DEQ for consideration for a discharge permit. If the site evaluation concludes that the area does not meet regulatory requirements, the applicant should be advised of any, additional work which may help the applicant obtain a permit. In the event the permit must be denied, the applicant should be advised of any options available that may change this decision. A letter explaining the results of the site evaluation shall be sent to the applicant and a copy placed in the file and VENIS.

**Level of Review:** Environmental Health Supervisor

**Time Frame:** The site evaluation should be conducted within 10 days of receipt of a complete Combined Application.

**Processing a Waiver for a Failing Onsite Sewage System**

**Purpose**: When a discharge system is proposed for repairing an existing failing onsite sewage disposal system, and the site location criteria in 12VAC5-640-400 (classification of permittable discharge points), 12VAC5-650-410 12VAC5-640-420 (required setback distance requirements from discharge points and downstream channels), 12VAC5-640-470 H (governing the prohibition of discharge system installation within a 100 year flood plain), and, the dimensions of the required discharge point easement requirements specified in subdivision 2 of 12VAC5-640-450 cannot be met, the department may issue a written waiver that specifies the criteria that are being waived, and the rationale for the waiver.

Waivers may only be considered when

1. The design will reduce an existing health hazard, or, will improve or negate environmental impacts associated with the existing discharge.
2. The design will not increase the waste load generated by any additions to the dwelling except when necessary to provide for minimum facilities necessary for good sanitation. The minimum facilities for a single family dwelling are: a water closet, a bathroom sink, a bathtub or shower or both, and a kitchen sink. (More than one bathroom may be added to a dwelling provided the potential occupancy of the structure is not increased.)
3. When a failing onsite sewage disposal system already has more than the minimum facilities described above, the discharging system may be designed and permitted to accommodate the entire existing sewage flow. However, in no event shall the system designed and permitted exceed the existing sewage flow unless all conditions and criteria of 12 VAC5-640 are met.

Owners are requested to complete the form in Appendix C.

VDH staff will review the request and indicate approval yes/no on the same form.

**Forwarding the Application to DEQ**

**Purpose:** To provide DEQ with sufficient information to decide whether or not to issue a General Permit for the proposed discharge.

**Individual Responsible:** EHS

**Procedure:** A complete Combined Application with a VDH cover letter specifying the approval or denial of a discharge site, and a copy of the onsite system denial letter shall be mailed to the DEQ Regional Office.

**Level of Review:** The EH Supervisor should review the package before mailing.

**Time Frame:** The Combined Application/onsite denial letter/cover letter approving or denying a discharge site should be forwarded to DEQ within one day of the completion of the site evaluation. The entire process beginning with the receipt of the Combined Application should take no longer than 15 business days.

**Construction Permit Application and Receipt**

**Application Receipt**

**Purpose:** To initiate the process of obtaining a permit to construct an Alternative Discharging Sewage Treatment System for a site with General Permit coverage by DEQ.



**Individual Responsible**: Clerical/OSS staff receives the completed application with PE plans and fee.

**Procedure:** Upon receipt of the application, OSS staff verifies that the appropriate fee is paid. Only applications which are completed and submitted with the appropriate fees are accepted. A completed construction permit application requires the submittal of the completed application form, a copy of the DEQ General Permit, formal system plans by a professional engineer licensed to work in the Commonwealth of Virginia\*, waiver forms for repair of systems on non-compliant sites (when applicable), any system easement recordation documentation necessitated by the site location (when applicable), and a Virginia Water Protection Permit from DEQ, or, a permit under the U.S. Army Corps of Engineers (when applicable for wetland discharge points). Applications are then entered into the VENIS database.

*\*= An EHS may accept plans submitted electronically for review purposes if requested by the designer, but hard copies are likely to be required for permit issuance.*

**Level of Review:** EHS or EH Supervisor are available if there are any questions or concerns regarding the application for a Construction Permit.

**Time frame:** Submitted applications should be entered into VENIS and provided to the assigned EHS within 1 business day.

**Review of Engineered Plans**

**Purpose:** To ensure that submitted plans are adequate to allow for issuance of a construction permit.

**Individual Responsible:** EHS & Technical Services Engineer (TSE) if warranted.

**Procedure:** The assigned EHS reviews each plan submittal to ensure compliance with *Discharge Regulation*. See Appendix D for a review checklist. On a case by case basis, an EHS may request further review by OEHS Technical Services Engineers (TSE), especially for more complicated designs. When further review is requested, the EHS should forward a copy of the submitted plans along with the review checklist and any comments/concerns the EHS has regarding the design. In any event, if a denial is anticipated, the plans must be reviewed by a TSE and a denial recommendation provided to the EHS.

Note: If the discharge is to a wetland, the construction submittal must include documentation/delineation from the U. S. Army Corps of Engineers that the discharge point is a wetland. Also, the owner must provide documentation that a Virginia Water Protection Permit from DEQ or a permit under the U.S. Army Corps of Engineers has been obtained as needed.

**Level of Review:** EH Supervisor and/or TSE

**Time Frame:** All plans shall be reviewed so that the permit can be issued or denied within 21 calendar days of the application being received. Submittals which do not warrant TSE review should be reviewed so that a permit can be issued within 15 days of the application being received.

**Issuance, Denial, Revocation, or Voidance of the Construction Permit**

**Purpose:** To provide the applicant with their permit to construct the system, or, a denial letter documenting the reason(s) a permit could not be issued. The denial letter should inform applicants of their right to appeal. All denial letters must explain that a new application submittal will be accepted within 90 days without additional application fees. Processes/conditions for issuance, denial, revoking or voiding a construction permit are provided as follows.

**Individual Responsible:** EHS in consultation with EHS supervisor

**Procedures:**

A. Issuance: After completing a satisfactory formal plan review with entry of system design parameters into VENIS the EHS produces the permit print form to be mailed to the applicant with a courtesy copy mailed to the designer and to DEQ.

Note: A construction permit for a discharge system may be transferred according to 12 VAC5-640.220.E if the new owner (i) applies for the permit transfer on a form approved by the department, (ii) pays the applicable fee, (iii) provides change of ownership documentation in accordance with the *General Permit* and (iv) provides written certification that there are no new site conditions that will adversely impact the existing approved construction permit. The expiration date of the transferred permit shall not change. When the permit is transferred, it is re-issued to the new owner. See Appendix E for the appropriate form.

B. Denial: The construction permit shall be denied when the Department determines that (1) the proposed site does not comply with the *Discharge Regulations;* (2) the design of the system would preclude the safe and proper operation of a discharging system, (3) the installation and operation of the proposed system would create an actual or potential health hazard, or (4) the proposed design would adversely impact the environment. When a construction permit is denied, he owner shall be notified in writing, by certified mail, of the basis for the denial, and a copy shall be sent to the Department of Environmental Quality.

C. Revocation: After the owner is provided a notice and an opportunity to participate in an informal fact finding conference or consultation proceeding in accordance with 2.2-4019 Code of Virginia, and 12VAC5 -640-180, the commissioner may revoke a construction permit for any of the following reasons:

1. Failure to comply with the conditions of the permit including, but not limited to, the monitoring, operation, and maintenance requirements in Article 4, (12 VAC5-640-490-520), or the payment of the inspection fee.
2. Violation of any requirement of this chapter for which no variance has been issued.
3. Facts become known which reveal that an actual or potential health hazard has been or would be created, or that environmental resources may be adversely affected by allowing the proposed discharging system to be installed or operated; or,
4. Failure to comply with the effluent limitations set forth by the SWCB in the General Permit as determined by the monitoring required by Article 4 of Part III.

D. Voidance: After the owner is provided a notice and the opportunity to participate in an informal fact finding conference or consultation proceeding in accordance with 2.2-4019 of the Code of Virginia and 12 VAC5-640-180, the commissioner or the department may declare a construction permit null and void when any of the following conditions occur:

1. Conditions such as house location, well location, discharging system location, discharge point, discharge system design, topography, drainage ways, or other site conditions, i.e. property line modifications affecting discharge point setback requirements are changed from those shown on the application or site plan;
2. Conditions are changed from those shown on the construction permit.
3. More than 60 months elapse from the date the permit was issued, or;
4. The revocation or expiration of the General Permit or of the owner’s approved registration by the SWCB.

**Operation Permit**

**Action:** Issuance, denial, renewal, revocation and voidance of an operation permit.

**Purpose:** To provide the applicant with a permit to operate the discharging system after the installation is determined to be in substantial compliance with the construction permit and the requirements of the *Discharge Regulations***.**



**Procedures:**

Issuance, denial, renewal, revocation and voidance of an operation permit

A. Issuance: Issue the operation permit in VENIS if the following requirements have been met:

1. The completion statements from the contractor and designer have been submitted. A completion statement form is located in Appendix F. (The local Health Department, at its discretion, may perform a construction inspection to determine substantial compliance with the alternative discharging regulation. See Appendix F for a construction inspection checklist.)
2. As-built drawing has been submitted to the office. Any changes or deviation to the approved construction plan must be documented. When no changes have been made to the submitted plan, then as-builts will not be required.
3. The operation and maintenance manual has been submitted to the office and it contains the minimum items from 12VAC5-640-264.B.
4. Basic information relevant to the discharging system design including treatment unit capacities, pump operating conditions, a list of the components comprising the discharging system, a dimensioned site drawing, sampling locations, and contact information for replacement parts and chemicals for each unit process;
5. Safety considerations;
6. A list of all control functions and how to use them;
7. All operation, maintenance, sampling, and inspection schedules for the discharging system including any requirements that exceed the minimum requirements of this chapter;
8. The *General Permit* effluent sampling and reporting schedule;
9. The sampling location for each of the required *General Permit* parameters and for informal (process control) testing parameters;
10. The expected ranges of any recommended informal (process control) tests;
11. The limits of the discharging system and how to operate the system within those design limits; and
12. Other information deemed necessary or appropriate by the designer.

B. Denial: The operation permit shall be denied if the discharging system is not constructed in accordance with the construction permit or the owner has failed to provide the completion statements as required in 12VAC5-640-262 or the operation and maintenance manual required by 12VAC-640-264. The owner shall be notified in writing, by certified mail, of the basis for the denial, and a copy shall be sent to the Department of Environmental Quality.

C. Renewal: When automatic renewal of the *General Permit* occurs, the operation permit shall remain valid unless there are any of the following issues:

1. Failure to comply with the conditions of the permit including, but not limited to, the monitoring, operation, and maintenance requirements in Article 4, (12 VAC5-640-490 – 520 ), and the payment of the inspection fee.
2. Violation of any requirement of this chapter for which no variance has been issued.
3. Facts become known which reveal that an actual or potential health hazard has been, or would be created, or environmental resources may be adversely affected by allowing the proposed discharging system to be installed or operated.
4. Failure to comply with the effluent limitations set forth by the SWCB in the General Permit as determined by the monitoring required by Article 4 of Part III.

(Note: The operation permit is not transferable except as provided for in 12VAC5-640-220,E.,2,3.) The new owner must apply for the permit transfer on a form approved by the department, pay the applicable fee, and provide the department with change of ownership documentation in accordance with the *General Permit*. The expiration date of the transferred operation permit shall not change.

D. Revocation: After the owner is provided a notice and an opportunity to participate in an informal fact finding conference or consultation proceeding in accordance with 2.2-4019 Code of Virginia, and 12VAC5 -640-180, the commissioner may revoke an operation permit for any of the following reasons:

1. Failure to comply with the conditions of the permit including, but not limited to, the monitoring, operation, and maintenance requirements in Article 4, (12 VAC5-640-490-520), or the payment of the inspection fee.
2. Violation of any requirement of this chapter for which no variance has been issued.
3. Facts become known which reveal that an actual or potential health hazard has been or would be created, or that environmental resources may be adversely affected by allowing the proposed discharging system to be installed or operated; or,
4. Failure to comply with the effluent limitations set forth by the SWCB in the General Permit as determined by the monitoring required by Article 4 of Part III.

E. Voidance: After the owner is provided a notice and the opportunity to participate in an informal fact finding conference or consultation proceeding in accordance with 2.2-4019 of the Code of Virginia and 12 VAC5-640-180, the commissioner or the department may declare an operation permit null and void when any of the following conditions occur:

1. Conditions such as house location, well location, discharging system location, discharge point, discharge system design, topography, drainage ways, or other site conditions, i.e. property line modifications affecting discharge point setback requirements are changed from those shown on the application or site plan;
2. Conditions are changed from those shown on the construction permit.
3. More than 60 months elapse from the date the permit was issued, or;
4. The revocation or expiration of the General Permit or of the owner’s approved registration by the SWCB.

**Level of Review:** Environmental Health Supervisor or Manager

**Time Frame:** Ninety percent of all operational permits should be issued within two work days and all operation permits should be issued within five work days.