CITY OF LOS ANGELES
CALIFORNIA

DEPARTMENT OF
PUBLIC WORKS
—
BUREAU OF SANITATION
—
ENRIQUE C. ZALDIVAR
DIRECTOR
TRACI J. MINAMIDE
CHIEF OPERATING OFFICER
VAROUJ S. ABKIAN
ADEL H. HAGEKHALIL
ALEXANDER E. HELOU
ASSISTANT DIRECTORS
—
WASTEWATER ENGINEERING SERVICES DIVISION
2714 MEDIA CENTER DRIVE
LOS ANGELES, CA 90065
FAX: (323) 342-6210 OR 342-6211

May 7, 2010

Tracy Egoscue, Executive Officer
Los Angeles Regional Water Quality Control Board
320 W. 4th Street, Suite 200
Los Angeles, CA. 90013

OW.RE

Dear Ms. Egoscue:

ANNUAL PROGRESS REPORT No. 5 FOR PERIOD ENDING MAY 8, 2010 REGARDING ONSITE WASTEWATER TREATMENT SYSTEMS (OWTS)

The City of Los Angeles is pleased to submit the fifth annual report on the status of compliance, progress, and implementation of the Memorandum of Understanding (MOU) between California Regional Water Quality Control Board, Los Angeles Region and the City of Los Angeles, regarding Onsite Wastewater Treatment Systems (OWTS). This report was prepared and submitted for the period ending May 8, 2010 pursuant to MOU Section IV. The provisions of the MOU are designed to protect water quality throughout Los Angeles through regulating the discharge of wastewater where the public sewer system is not available or is not utilized. This report demonstrates the City's diligent efforts in compliance with the MOU and beyond, to achieve the general goals of protecting the water resources, both surface water and groundwater, within the City of Los Angeles. Our commitment has not only resulted in compliance but, in fact, surpassed the requirements of the MOU.

To ensure effective implementation of the MOU, a group, known as the Septic Tanks Policy Review Taskforce (Taskforce) was formed to coordinate activities related to septic tank issues and to develop any necessary policy changes and modifications. The Taskforce consists of representatives of the Office of the City Attorney, Chief Legislative Analyst, Los Angeles Department of Building and Safety, Environmental Affairs Department, the Bureaus of Engineering and Sanitation, the Board of Public Works, and Council District 11. The Taskforce meets quarterly to review and coordinate compliance.

There are eight separate requirements listed in Article IV of the MOU. Two of the eight requirements have specific deliverables in the fifth year, which is to provide an annual update of the OWTS inventory to the RWQCB and adoption of an OWTS Ordinance. The City has completed all the requirements of the MOU except the adoption of an OWTS Ordinance. That requirement has been extended until Dec 31, 2010. All other requirements of the MOU have been completed, as demonstrated in the attached report.

If you have any questions or comments regarding this report, please contact myself at (323) 342-6236 or Hyginus O. Mmeje at (323) 342-6241.

Sincerely,

Brent Lorscheider, Division Manager
Wastewater Engineering Services Division
Bureau of Sanitation

Enc: Annual Progress Report No. 5

cc: Cynthia Ruiz, President - City of LA Board of Public Works
Paula Daniels, Commissioner - City of LA Board of Public Works
Robert Ovrom, General Manager- Department of Building and Safety
Enrique Zaldivar, Director, Bureau of Sanitation
Keith Pritsker, City Attorney's Office
Traci Minamide, Chief Operating Officer, Bureau of Sanitation
Adel Hagekhalil, Assistant Director, Bureau of Sanitation
Shahram Kharaghani, Bureau of Sanitation
Brent Lorscheider, Bureau of Sanitation
Mike Mullin, Mayor's Office
Rafael Prieto, Chief Legislative Analyst
Dana Prevost, Department of Building & Safety
Dionisia Rodriguez, Regional Water Quality Control Board

MEMORANDUM OF UNDERSTANDING BETWEEN CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD, LOS ANGELES REGION AND THE CITY OF LOS ANGELES REGARDING ONSITE WASTEWATER TREATMENT SYSTEMS (OWTS)

Effective Date: May 12, 2005 (Execution Date by City) C-108122

ANNUAL PROGRESS AND IMPLEMENTATION REPORT

AS OF: MAY 7, 2010

ANNUAL REPORT NO. 5

CITY OF LOS ANGELES

ANNUAL PROGRESS AND IMPLEMENTATION REPORT (REPORT NO.5) ON MEMORANDUM OF UNDERSTANDING BETWEEN CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD, LOS ANGELES REGION AND THE CITY OF LOS ANGELES REGARDING ONSITE WASTEWATER TREATMENT SYSTEMS

PURPOSE:

The purpose of this report is to review the progress of the various Memorandum of Understanding (MOU) projects, coordinate activities, resolve issues, and ensure compliance with the mandated schedules.

BACKGROUND:

On May 12, 2005, the City of Los Angeles (City) entered into a Memorandum of Understanding with the Regional Water Quality Control Board (RWQCB) that requires the City to:

- Conduct an inventory of existing septic tank properties in the City by May 11, 2006,

- Inform property owners of their responsibilities to properly maintain and operate their septic tanks located within the City by May 11, 2007,

- Amend City Code by adopting an ordinance, within five years, which will require operating permits for high-risk septic tank properties (those within 900 feet of active water well or within 600 feet from impaired water bodies).

Additionally, the MOU has other requirements, all of which the City is in compliance with.

CURRENT ACTIVITIES:

The City's Septic Tanks Policy Review Task Force (STPRTF), also called Onsite Wastewater Treatment Systems (OWTS) Taskforce, and the various City staff continue to review the MOU and implement its requirements. There are eight separate responsibilities or requirements listed in Article IV of the MOU, only two of which has specific deliverable, in the fifth year. The specific deliverables are:

Requirement 3: **The City shall provide annual updates of the (owts) inventory to the Regional Board.** (Article IV, Item No. 3)

Requirement 6: **The City shall review and amend its code by adopting an ordinance requiring an operating permit for high-risk systems in accordance with code.** (Article IV, Item No. 6)

Detailed progress on the various requirements of the MOU is reported later herein.

SUMMARY OF COMPLIANCE AND PROGRESS REPORT

The City continues to work on completing all the requirements in the MOU and on issues outside the current scope of the MOU related to septic tanks. The fifth year of MOU requirements has been extended by six months, and specific deliverables have been completed.

MOU REQUIREMENTS (Responsibilities)

Requirement No. 1

1. The City shall remain the agency responsible for the enforcement of all applicable Code requirements for the siting, design, approval, installation, operation, maintenance, and monitoring of City-regulated OWTS.

   Due Date

   On-going.

   Progress/Status

   On-Schedule

   Los Angeles Department of Building and Safety (LADBS) continues to process OWTS permits applications including new construction, repairs, replacements, additions, and abandonment. In instances where septic tanks are proposed in close proximity to streams, the LADBS staff will work with the Bureau of Sanitation (BOS) staff and with the RWQCB to determine the best course of action, including but not limited to requiring supplemental septic treatment systems. These requirements are now set forth by the LADBS in the Plan Check and Inspection System (PCIS) and in the Information Bulletin (attachment #8).

   In accordance with this MOU, the City accepted and shall remain the agency responsible for the enforcement of all applicable Code requirements for the siting, design, approval, installation, operation, maintenance, and monitoring of City-regulated OWTSs. However, the State Water Resources Control Board (SWRCB) is developing State regulations regarding existing and future septic tanks that may require connection to sewers or addition of supplemental septic treatment systems to existing and new septic tanks where the site is not suitable for a conventional septic system, and where water quality objectives are

violated due to the discharge of the septic system. Because of the changes, the City will be discussing with the RWQCB regarding whether or not to reopen the MOU.

Requirement No. 2

2. The City shall review the Code within the time required under applicable state law or regulation following the effective date of any statewide standards adopted pursuant to sections 13290 and 13291 of the California Water Code (CWC), if necessary, in order to retain its Qualified Local Agency (QLA) status under this MOU.

Due Date

On-going.

Progress/Status

On-schedule, pending the final development and adoption of the State Regulations regarding septic tanks.

The SWRCB continues to work on developing State regulations regarding existing and future septic tanks that may require inspection and/or connection to sewers or the addition of supplemental septic treatment systems to existing and new septic tanks where the site is not suitable for a conventional septic system, and where water quality objectives are violated due to the discharge of the septic system. Because of the potential changes and to ensure alignment with the potential State regulations, the City is holding off on any review of the Code and the regulation pending the final development and adoption of the State regulations. Once the State regulations are adopted, the City will review them and their impacts and evaluate the necessary action including whether to reopen the MOU.

Requirement No. 3

Upon the effective date of this MOU, the City shall begin an initial inventory of all existing City-regulated OWTSs, utilizing an electronic database. This may be accomplished using water meter computer records that do not pay sewer fees.

Such initial inventory shall be completed within one (1) year of the effective date of this MOU. The initial inventory shall consist of:

- The total number of existing City-regulated OWTSs
- The location of each existing City-regulated OWTS by street address.

Notwithstanding the earlier termination or expiration of this MOU, the City shall continue to compile the inventory described above until it is completed.

Due Date

May 11, 2006.

Progress/Status

Completed, please refer to the first annual report (Report No. 1), which was due May 11, 2006 and previously submitted to the RWQCB.

Requirement No. 3 (second part)

The City shall mail out a verification survey to those properties that are identified as potentially having OWTSs based on the initial inventory. The survey shall inform the property owners of their responsibilities to properly maintain and operate their OWTS and shall include a questionnaire verifying the OWTSs records, including the type of subsurface disposal system in use, if such information is available to the property owner. The City shall consult with the Regional Board in the development of the survey. The initial inventory will then be updated based on the completed surveys. The time frame for mailing out the survey and updating the initial inventory will be two (2) years from the effective date of the MOU. The City shall provide annual updates of the inventory to the RWQCB.

Due Date

May 11, 2007.

Progress/Status

Completed, the City prepared a questionnaire **(Attachment 1),** and submitted it to the RWQCB for their review for MOU Requirement No. 3. The subject questionnaire was mailed, in 2007, to those properties that the City had identified as potentially having OWTS based on the initial

inventory. The initial OWTS inventory was included in the Annual Report No. 1 submitted to the RWQCB, by May 11, 2006.

In 2007, the City mailed out the questionnaire to 13,892 properties listed on the OWTS initial inventory plus 65 additional properties that were later identified as potentially having OWTS. This brings the total to 13,957. To provide the OWTS customers with some useful information on maintenance and operations of their system, as required by the MOU, a Homeowner's Guide to Septic System **(Attachment 2)**, was prepared in English and Spanish, by the City and was mailed out along with the questionnaire.

Additionally, the internet link to the City's website for the septic system: **http://www.lasewers.org/private_sewers_septic/septic_systems/index.htm** **(Attachment 3)** is now provided for reference.

The recipients of the survey were given the option of returning their questionnaire via mail, or fax, or internet. The City staff also offered help to those who wanted to complete their surveys over the phone.

2007 OWTS Inventory:

As of April 1, 2007, the City received 5405 completed surveys out of a total of 13,957 that were mailed out. A total of 564 surveys stated that their properties were connected to the sewer and 3,258 surveys stated their properties were connected to a septic system. In addition, there were 831 incorrect addresses and 14 duplicate data entries. Based on the 2007 survey result, the City updated the initial inventory, showing 12,548 properties (13,892+65-564-831-14=12,548) as potentially having OWTS.

2008 OWTS Inventory:

As of April 1, 2008, the City had completed a second survey of the remaining estimated 8,560 OWTS properties that did not respond to the initial survey, in 2007. The City received approximately 3,675 completed survey responses out of the approximately 8560 surveys questionnaires that were mailed out. Approximately 547 of the completed survey responses indicated that they are connected to the sanitary sewer and are hereby removed from the 2008 inventory, pending further investigations.

Further, as indicated above, eight hundred and thirty one (831) OWTS were removed from the inventory, in 2007, as incorrect addresses pending

field investigations or verifications. In 2008, we completed the field investigations and found that only 774 of them are truly incorrect addresses and that the remaining 57 are valid addresses and are hereby returned to the inventory.

Additionally, upon further research and investigation of the permit records of the potential OWTS properties in our inventory, we found that 437 of them had permit numbers that indicate potential connection to the sanitary sewer. These 437 properties are hereby removed from the 2008 inventory pending further investigations.

In addition, during the reported period of April 1, 2007 to April 1, 2008, the City issued approximately 20 OWTS permits of which three of them are for new developments, while the remaining 17 are for repairs, replacements or modifications of the exiting OWTS.

In summary, based on the outcome of the second survey result, in 2008; the field investigation of incorrect addresses; and the addition of 3 new permits issued during this reporting period, the City has updated its potential OWTS inventory as of April 1, 2008 and it now shows a total potential OWTS inventory of 11,624 (12,548 + 57 – 547 – 437 + 3 = 11,624).

2009 OWTS Inventory:

In 2009, we completed additional field investigations of about 200 OWTS addresses that could not be matched to a specific parcel and found that only 9 of them are truly incorrect addresses, and added 3 valid addresses that were not in the initial inventory.

Additionally, during this reporting period of April 1, 2008 to April 1, 2009, the City issued approximately 25 OWTS permits of which 17 of them are for new developments, while the remaining 8 are for repairs, replacements or modifications of the exiting OWTS.

In summary, based on the outcome of the field investigation of incorrect addresses; new addresses that were identified and added; and the addition of 25 new permits issued during this reporting period, the City has updated its potential OWTS inventory as of April 1, 2009 and it now shows a total potential OWTS inventory of 11,643 (11,624 - 9 +3 + 25 = 11,643)

2010 OWTS Inventory:

During the reporting period of April 1, 2009 to April 1, 2010, the City issued approximately 5 OWTS permits of which 3 of them are for new developments, while the remaining 2 are for repairs, replacements or modifications of the existing OWTS. Additionally, The City added 2,739 commercial and 1,441 multi family properties to its inventory.

For more information, please see the 2010 OWTS Inventory Table, below. Also, for further details, please see **Attachment 4** for a map and a list of the locations of the updated inventory of existing potential 15,826 OWTS properties in the City.

2010 OWTS Inventory Table

Description	Additions/ Subtractions to the inventory		
	2008	**2009**	**2010**
Previous year OWTS Inventory	12,548	11,624	11,643
Field verified OWTS (existing addresses)	57	3	
Field verified OWTS (bad addresses)		-9	
OWTS connected to the City sewer based on the survey/questionnaire responses	-547	0	
OWTS connected to the City sewer based on the review of existing permit records	-437	0	
New OWTS permits issued during the reporting period	3	25	3
Sub-total Current OWTS Inventory	**11,624**	**11,643**	11,646
Commercial			2,739
Multi-Family			1,441
Grand Total Current OWTS Inventory			**15,826**

Requirement No. 4

4. Within one (1) year of the effective date of this MOU, the City shall provide the Board with estimated depths to groundwater based on available data in areas in which OWTS have been identified.

Due Date

May 11, 2006.

Progress/Status

Completed, please refer to the first annual report (Report No. 1), which was due May 11, 2006 and previously submitted to the RWQCB.

Requirement No. 5

5. Within two (2) years of the effective date of this MOU, the City shall utilize the inventory to identify those properties with OWTSs that may pose a potential threat to water quality (defined thereafter as high-risk systems). High-risk systems shall be defined as those properties with OWTS that are within 900 feet of active water well or within 600 feet from water bodies identified as impaired due to high levels of nitrates and/or bacteria under section 303(d) of the Clean Water Act. The City shall submit the list of those high-risk systems to the Regional Board no later than two (2) years from the effective date of this MOU.

Due Date

May 11, 2007.

Progress/Status

Completed.

2007 High Risk OWTS Inventory:

In 2007, the City utilized the updated OWTS inventory of 12,548 potential existing OWTS in the City to identify 100 properties with OWTS that may pose a potential threat to the water quality. Eighty-seven of the 100 properties were within 600 feet of impaired water bodies, while 13 properties were within 900 feet of active water wells.

2008 High Risk OWTS Inventory:

Since the 2007 high risk OWTS inventory, the City had obtained a more accurate stream map from the USGS, which the City had used to identify high risk OWTS properties. Additionally, the Unified Plumbing Code (UPC) and the California Plumbing Code (CPC) had increased the requirement for OWTS setback from streams, from 100 feet to 150 feet. The City had also used this new setback requirement to identify high risk OWTS.

In light of the above changes in USGS stream maps and the new setback requirements of the UPC and CPC, the City had utilized the updated 2008 OWTS inventory of 11,624 potential existing OWTS, in the City, to identify 1,341 high risk OWTS, which are properties with OWTS that may pose a potential threat to the water quality.

2009 High Risk OWTS Inventory:

Since the 2008 high risk OWTS inventory, we have obtained ground water information for the entire City that enabled us to determine 872 OWTS that are 5 feet of groundwater.

Of the 2,230 identified high risk OWTS, 41 are within 600 feet of impaired water bodies, 43 are within 900 feet of active water wells, 1,171 are within 150 feet of a stream, other bodies of water or a flow path, and 872 are within 5ft of groundwater.

However, there are 103 high risk OWTS properties that overlap with two or more criterias: within 600 feet of impaired water bodies and 150 feet of a stream (17 OWTS); within 600 feet of impaired water bodies, 150 feet of a stream, and 5 feet of groundwater (3 OWTS); within 900 feet of an active water well and 5 feet within groundwater (1 OWTS); within 150 feet of a stream and 5 feet of groundwater (81 OWTS); and within 600 feet of impaired water bodies and 5 feet of groundwater (1 OWTS).

2010 High Risk OWTS Inventory:

Since the 2009 high risk OWTS inventory, we have obtained additional 460 high risks commercial and 203 high risks multi family properties with OWTS.

The identified high risk OWTS for this reporting period are listed in **Attachment 5**, and depicted on a map as **(Attachment 6).** Of the 2,970 identified high risk OWTS, 259 are within 600 feet of impaired water bodies, 96 are within 900 feet of active water wells, 1,408 are within 150 feet of a stream, other bodies of water or a flow path, and 1,207 are within 5ft of groundwater.

Please, see the table below for a summary of the City's 2010 High Risk OWTS inventory.

2010 High Risk OWTS Inventory Table

	Description	Additions/Subtractions from the inventory		
		2008	**2009**	**2010**
Residential (1-2 units)	OWTS within 600 feet of impaired water bodies	43	41	59
	OWTS within 900 feet of drinking water wells	21	43	44
	OWTS within 150 feet of streams, other bodies of water or flow paths	1,260	1,171	1246
	OWTS within 5 feet of groundwater	N/A*	872	958
	OWTS that overlap (within 600 feet of impaired water bodies, 150 feet of streams, 900 feet of water well, and 5 feet of groundwater)	17	103	
	Total High Risk OWTS Inventory (Residential)	**1,341**	**2,230**	**2,307**
Multi-Family (3 or more units)	OWTS within 600 feet of impaired water bodies			14
	OWTS within 900 feet of drinking water wells			13
	OWTS within 150 feet of streams, other bodies of water or flow paths			80
	OWTS within 5 feet of groundwater			96
	OWTS that overlap (within 600 feet of impaired water bodies, 150 feet of streams, 900 feet of water well, and 5 feet of groundwater)			
	Total High Risk OWTS Inventory (Multi-Family)			**203**
Commercial	OWTS within 600 feet of impaired water bodies			186
	OWTS within 900 feet of drinking water wells			39

	OWTS within 150 feet of streams, other bodies of water or flow paths			82
	OWTS within 5 feet of groundwater			153
	OWTS that overlap (within 600 feet of impaired water bodies, 150 feet of streams, 900 feet of water well, and 5 feet of groundwater)			
	Total High Risk OWTS Inventory (Commercial)			**460**
	Grand Total			**2,970**

***Did not have groundwater information throughout the City in 2008**

Requirement No. 6

6. Within five (5) years of the effective date of this MOU, the City shall review and amend its Code by adopting an ordinance requiring an operating permit for high-risk systems in accordance with code. The operating permit will require the owner to submit an inspection certification once every three years to the City. The period for enrolling all properties that are considered a high-risk system will be ten (10) years from the effective date of this MOU.

Due Date

Dec 31, 2010; Adoption of the ordinance.
May 11, 2015; Enrollments.

Progress/Status

The date has been extended to December 31, 2010. The City is in the process of developing an ordinance to require an operating permit for septic systems in the City of Los Angeles. Currently, we are implementing an extensive public outreach for the proposed ordinance. As part of this effort, we have briefed the Mayor's Office, City Council offices, and the Board of Public Works Commissioners regarding the proposed ordinance. Additionally, we have notified 90 Neighborhood Councils and community groups and offered to brief those groups that request it. Our goal is to make 20 presentations or briefings to Neighborhood Councils and community groups by end of June 2010 as of May 4, 2010, we have already completed 10 of those presentations. In presenting to the community groups, we are encountering strong concerns and oppositions

to the proposed ordinance. Here are some of the concerns and oppositions we have received:

1. The community is opposed to any new permit and inspection fees at this time, including one for the OWTS due to the bad economic time and other recent fee increases from DWP and others. They suggest postponing the ordinance two to three years later. They want the City to provide financial relief or incentives,

2. The communities are not convinced that OWTS in their areas are contributing towards water quality impairments and that the City has not provided any proof of impairment to water bodies in their areas.

3. The communities are opposed to the City's expansion of the definition of High Risk OWTS beyond the MOU definition and the City's expansion of the number of properties with High Risk OWTS from about 100 to 3,000.

4. The communities object to being required to connect to public sewers, when their systems fail or to upgrade their septic systems at great expense.

5. The communities claim that the City is exceeding State requirement by proposing operating permits for OWTS that are not within the high-risk areas.

Requirement No. 7

7. Within two (2) years of the effective date of this MOU, the City shall review its current enforcement procedures relating to OWTSs that are not properly installed, operated and maintained.

Due Date

May 11, 2007.

Progress/Status

Completed; the City has reviewed its enforcement procedures as summarized in **Attachment 7.**

Additionally, the City's LADBS has finalized and adopted an Information Bulletin **(Attachment 8)** that sets forth the minimum criteria for the approval of OWTS, for single to two family dwelling units in the City of Los Angeles. The Information Bulletin is also available online at: **http://www.lasewers.org/private_sewers_septic/septic_systems/owts.pdf**

Requirement No. 8

8. The City shall require any applicant for a Sewer Permit for a Private Sewage Disposal System ("Permit") to install or repair an OWTS that is required to obtain a Waste Discharge Requirement (WDR) from the Regional Board pursuant to Section III hereof to notify the Regional Board and shall not issue any such Permit until the applicant has received a WDR from the Regional Board.

Due Date

On-going.

Progress/Status

On-Schedule.

The City has adopted the OWTS permitting flowchart **(Attachment 9)** for proper handling of the OWTS permit applications. This includes referring OWTS applications that are determined to be multi-residential (more than two units on a property), commercial, or located in high-risks areas to the RWQCB.

During this reporting period, the City of Los Angeles did not refer any potential OWTS properties to the RWQCB for issuance of WDR permits. The City of Los Angeles continues to comply with this requirement as necessary.

ADDITIONAL CITY EFFORTS OUTSIDE THE MOU

Septic Tanks Policy Review Task Force

As indicated in our first annual report (Report No. 1), a group, known as the Septic Tanks Policy Review Taskforce (Taskforce) was formed at the request of Commissioner Paula Daniels of the Board of Public Works, to coordinate activities related to the septic tank issues and to develop any necessary policy

changes and modifications. The Septic Tanks Policy Review Task Force consists of representatives of the Office of the City Attorney, Chief Legislative Analyst, Los Angeles Department of Building and Safety, Environmental Affairs Department, the Bureaus of Engineering and Sanitation, the Board of Public Works, and Council District 11. The following are progress reports on initiatives undertaken by the Taskforce:

OWTS Report for the City Council

The Taskforce prepared and submitted a council report **(Attachment 10)** on issues of septic tanks, which was adopted by the Board of Public Works on October 18, 2006 and forwarded to the City Council for consideration. Also included in attachment 10 is a revision to the council report, dated March 18, 2008. The purpose of the council report and the revision is to provide updates on City's efforts to address specific issues of septic tanks and water quality in the City, and the broader issues of defining, restoring and protecting streams from impacts of construction activities and close proximity of septic tanks to streams.

The City Council approved the referenced report on September 3rd, 2008 and established the City's OWTS Interim Policy for Permitting Septic Tanks. The interim policy for permitting septic tanks has been implemented and has been included in the LADBS procedures (Attachment 10). Also being implemented as part of the interim policy for permitting septic tanks is the enforcement procedures for failed OWTS, which is included with this report as attachment #7..

Coordination among City Departments and Bureaus and with the RWQCB – Permitting Flowchart

Various City Departments, RWQCB and the Taskforce worked together to develop and review the attached permitting flowchart (Attachment 9) that is also part of the interim policy.

Providing Sewers to Unsewered Areas of the City of Los Angeles:

The City continues to pursue its overall goal of protecting the groundwater, surface waters, and streams by encouraging people to move away from septic systems and connect to the sewers. The Taskforce may be looking at potential installation of sewers in areas of the City of Los Angeles that are presently unsewered and to possibly require properties to connect to sewers, at some point in the future depending on the State regulations for OWTS.

Additionally, the City is open to seeking funding sources including grants to provide for sewers.

OWTS Outreach Efforts

Beginning in 2005, when the MOU was signed with the State, the City has undertaken progressively enhanced outreach efforts. A homeowner's guide developed by the City was sent to about 14,000 residences potentially having OWTS system. Copies of the English and Spanish versions of the homeowner's guide are included as attachment #2. The homeowner's guide has been provided to various departments and Council offices for distribution. Additionally, upon request, we will provide the Homeowner's Guide to libraries, Neighborhood Councils, non-governmental organizations, environmental groups and others planning similar public outreach events. Additionally, the City has developed a septic system website with valuable information for upkeep, maintenance and cleaning of septic system. The City's septic systems website is:
http://www.lasewers.org/private_sewers_septic/septic_systems/index.htm

In our efforts to develop and approve a proposed OWTS ordinance, the Bureau has taken the following public outreach steps:

1. The Bureau worked with the Septic Task Force throughout 2009 to develop the proposed Ordinance and have it reviewed by Bureau executives, Heal the Bay, City Council offices, Mayor's Office, and Board of public Works.
2. The Bureau conducted workshops on the proposed ordinance to obtain inputs from regulatory agencies including the State RWQCB, Los Angeles County Public Health Department and the Los Angeles Department of Building and Safety and from industry organizations including the California Onsite Wastewater Association, the California Water Environment Association and the national Water Environment Federation.
3. In December 2009 the Bureau incorporated comments received from peers and the public into the drafted proposed OWTS Ordinance and presented a progress report to the Board of Public Works. The Board of Public asked the Bureau to conduct additional public outreach to Neighborhood Councils and community groups and to report back on May 24, 2010
4. Due to the time needed to conduct the additional public outreach requested by the Board of Public Works, the Bureau requested and the RWQCB granted an extension of the deadline to adopt the proposed OWTS ordinance to December 31, 2010. Additionally, due to the requests from the community and elected City officials to lessen the financial burden of the proposed ordinance, particularly regarding connecting to

public sewers, the Bureau requested and the RWQCB waived the expensive proposal to connect to public sewers unless the OWTS has failed and can not be repaired.

APPENDIX A

THE FOLLOWING INFORMATION ITEMS ARE REQUIRED FOR EVALUATION OF THE ONSITE WASTEWATER TREATMENT SYSTEM PROGRAM OF THE CITY OF LOS ANGELES.

1. The City of Los Angeles ("City") shall submit the following information to the Regional Board once every five years upon request:

    A. The number of Permits (as that term is defined in the Memorandum of Understanding to which this Appendix A is attached ("MOU")) issued for new construction, repairs, additions, and abandonment, organized by type (conventional or alternative) of City-regulated OWTSs (as that term is defined in the MOU).

    B. The results of any monitoring program for City-regulated OWTSs.

    C. A log containing complaints, directives to take corrective action and status of responses to directives for City-regulated OWTSs.

2. The five-year evaluation of the City's implementation of the MOU by the Regional Board may include:

    A. Office review of the Code.

    B. Field review of City staff activity pertaining to its performance under the MOU.

    C. Field review of various types of City-regulated OWTSs. Any inspection of such OWTSs shall be done with the permission of the property owner or pursuant to appropriate legal process, the obtaining of which shall be the sole responsibility of the Regional Board.

D. Office review of files, inspection records, monitoring results and reports, plans or other information pertaining to City-regulated OWTSs.

E. Review of City-regulated OWTS owner outreach, education, and compliance assistance programs.

F. Review of any groundwater-monitoring program implemented by the City for the purpose of monitoring discharges from City-regulated OWTSs.

CITY OF LOS ANGELES COMPLIANCE WITH APPENDIX A - INFORMATION REQUIRED FOR EVALUATION OF THE ONSITE WASTEWATER TREATMENT SYSTEM PROGRAM OF THE CITY OF LOS ANGELES

Due Date

January 10, 2010, and every five years thereafter

Progress/Status

On Schedule.

ATTACHMENTS

Attachment 1: The OWTS verification survey Questionnaire.

Attachment 2: The English and Spanish versions of the Homeowner's Guide to Septic System prepared by the City.

Attachment 3: Internet link to the City's website for the septic system: http://www.lasewers.org/private_sewers_septic/septic_systems/index.htm

Attachment 4: The updated OWTS inventory and map.

Attachment 5: The updated High-risk OWTS inventory.

Attachment 6: Map of the updated High-risk OWTS inventory.

Attachment 7: OWTS Enforcement Procedures.

Attachment 8: LADBS Information Bulletin on OWTS.

Attachment 9: OWTS permitting flowchart.

Attachment 10: The OWTS City Council report and the revision to it.

I:divfiles/owts/mou/annual reports/2010 owts annual reports

April, 30, 2007

<Property Owner /Resident>
<1234 Any Street>
<City, State, Zip Code>

Questionnaire Id No. _____

Questionnaire About Your Septic System

Please complete the questionnaire on line at www.lasewers.org/septic-questionnaire. You will need the above Questionnaire Id No. to complete the questionnaire on line. If you prefer, return the questionnaire in the enclosed self-addressed envelope by February 22, 2007. You may also fax the completed questionnaire to (323) 342-6210. For each question, please check the correct answer and provide the requested information.

1. At the listed above address are you the owner or the resident/tenant? __Owner /___Resident

2. Is your property address correct as stated above? ____Yes / ____No
If no, what is your correct address? Fill in below:

_____

3. Is your property connected to a City/County sewer? ____Yes / ____No / ____Don't Know
If your answer is no or don't know, please go to question number 4. If your answer is "yes", please stop here and mail in your questionnaire in the enclosed envelope, or fax to (323) 342-6210.

4. Does your property have a septic system? ____Yes / ____No / ____Don't Know
If yes, where is it?
Front yard. ____Yes / ____No
Back yard. ____Yes / ____No
Other: (Please specify) _____

5. What type of septic system is it? (See *A Homeowner's Guide to Septic Systems* for details)
Leachate system (leach field): ____Yes / ____No
Seepage pit system: ____Yes / ____No
Other: (Please specify) _____
Don't Know: ____

6. When was your house or residence built? (year) _____.
If you don't know, please estimate the age of the house or residence: _____ (years)

7. How often is the septic system inspected? Please check one: every month ____, every 6 months ____, once a year ____, every two years ____, every three years ____, every four years ____, don't know ____, other frequency (please state) _____.

8. How often do you have the septic system cleaned or pumped? Please check one: every month ____, every 6 months ____, once a year ____, every two years ____, every three years ____, every four years ____, don't know ____, other _____.

9. What is the name and phone number of the company that services your septic system?

_____

Questionnaire Id No. _____

10. Has your septic system failed in the past? ____Yes / ____No / ____Don't Know
If yes, when was the last time it failed? (year) _____.
If yes, was any of the following replaced or repaired:
Septic tank? ____Yes / ____No
Seepage pit? ____Yes / ____No
Leach field? ____Yes / ____No
Other? ____Yes / ____No
Don't Know: _____

11. May we contact you directly if we have questions regarding your sewer system?
If so, please provide us with the following information:

Name:_____

Phone number: _____

Email address: _____

12. Please note below any comments and/or questions you may have about your septic system or this questionnaire.

_____

_____
_

_____
_

Thank you for taking the time to complete this verification questionnaire. If you did not complete this questionnaire on line, please place your completed questionnaire in the enclosed self-addressed envelope or fax to (323) 342-6210.

HOW TO MAINTAIN YOUR SEPTIC SYSTEM

Inspect Regularly

Hire a professional to inspect your septic system at least **every three years**.

Pump Regularly

Septic tanks should generally be **pumped every 3 to 5 years**. Alternative septic systems with electrical float switches, pumps, or mechanical components will need to be inspected more often. The professional who inspects your septic system should be able to give you a better idea as to how often you should have your septic tank pumped.

Use water efficiently

Using water efficiently means that less water will enter your septic system. According to the U.S. Environmental Protection Agency, a single-family home uses an average of **70 gallons of water per person per day**. Dripping faucets waste some **2,000 gallons of water** each year. **Leaky toilets waste as much as 200 gallons per day**.

Flush Responsibly

What you flush can damage your septic system. Dental floss, feminine hygiene products, condoms, diapers, cotton swabs, cigarette butts, coffee grounds, cat litter, paper towels and other kitchen and bathroom items **can clog and damage your septic system**.

Dispose of Responsibly

Hazardous waste, chemicals, gasoline, oil, pesticides, antifreeze and paint **can stress or destroy biological processes used to break down waste in your tank**. These items can also contaminate surface and groundwater. Safely dispose of household hazardous waste and leftover chemicals by bringing them to a **S.A.F.E. Collection Center** or other **household hazardous waste collection program**.

Take care of your Drainfield or Seepage Pit

- Do not drive or park vehicles on your **drainfield** as it can damage your pipes, tank or other septic system components. It can also cause the soil in your drainfield to become compact so that the drainfield cannot function properly.
- Do not drive or park your vehicle **on top of your seepage pit** as it can cause the to top of the pit to collapse.
- Do not plant anything other than grass over and/or near your **drainfield to avoid damage from roots**. Roots from nearby trees and shrubs can clog and damage your drainfield or seepage pit.
- Keep roof drains, basement drains, other rainwater, or surface water drainage systems **away from your drainfield and seepage pit**. Excessive water in your drainfield or seepage pit can slow down or stop treatment processes and cause your plumbing to back up.

Not in my septic system!

CLOGGERS

Diapers, cat litter, cigarette filters, coffee grounds, grease, feminine hygiene products, etc.

KILLERS

Household chemicals, gasoline, oil, pesticides, antifreeze, paint, etc.

City of Los Angeles
Department of Public Works
Bureau of Sanitation

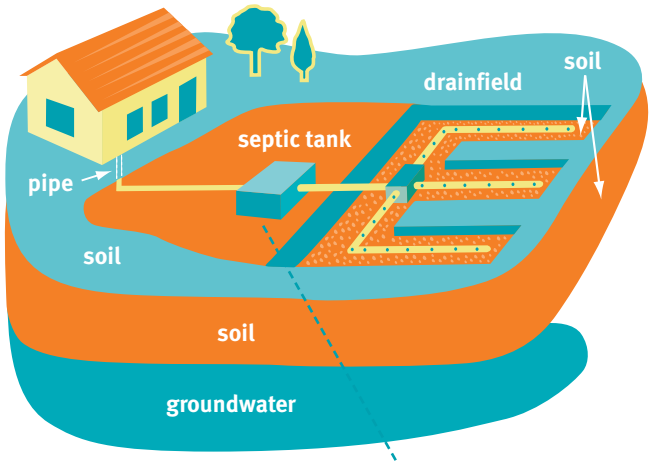
a homeowner's guide to septic systems

WHAT IS A SEPTIC SYSTEM?

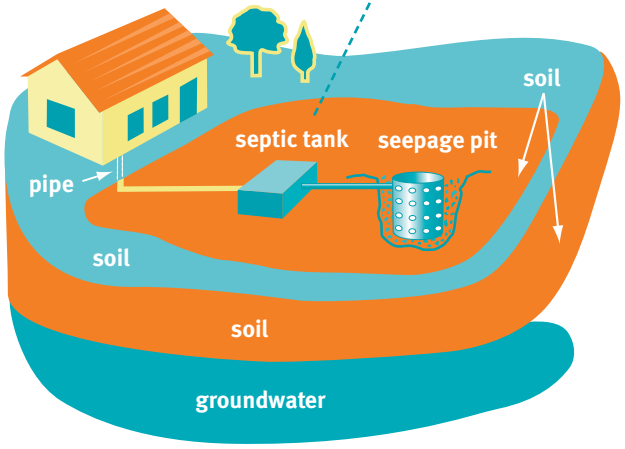
A septic system is a small-scale sewage treatment system that is **not connected to a municipal sanitary sewer system.**

A typical septic system has **four main components**: a pipe to transport wastewater from the home, a septic tank, a drainfield or seepage pit, and its surrounding soil.

Septic system with drainfield

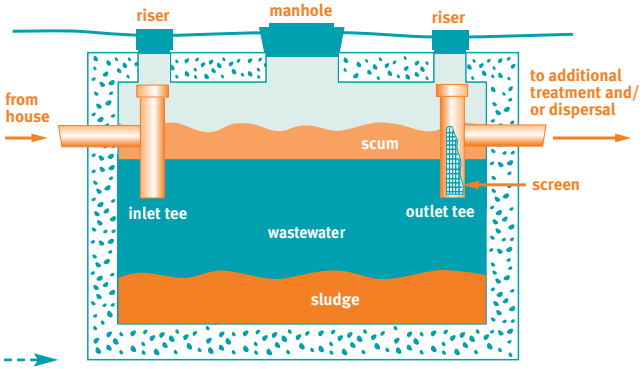


Septic system with seepage pit



HOW DOES A SEPTIC SYSTEM WORK?

A pipe **transports wastewater** from toilets, baths, sinks, showers, etc. from the house to a septic tank. The septic tank, which is a buried and watertight container, holds the wastewater long enough to allow solids to settle and **form sludge**. Oil and grease floats to the surface as scum. Bacteria in the tank works to further decompose solid waste in the tank. Compartments and a T-shaped outlet in the septic tank prevent sludge and scum from escaping out into the environment or into the drainfield or seepage pit. **Another pipe moves wastewater** from the septic tank into the drainfield or to a seepage pit. Microorganisms in the surrounding soil further treat the wastewater to **remove bacteria and viruses**.



Septic tank profile

MAINTAIN YOUR SEPTIC SYSTEM — IT'S A WORTHWHILE INVESTMENT!

Your septic system is on your property and **belongs to you**. This means that as a homeowner or resident, you are responsible for maintaining **your own septic system**.

Maintaining both your home and septic system will preserve and protect your investments. A septic tank that is in disrepair or that cannot be used will lower the value of your property and expose you to legal liability. You will not be able to sell your home unless your septic tank is in good working order. When selling your home, you are required to disclose the **condition of your septic system**. If it is not working properly, you may have difficulty selling your property.

A septic system that is properly designed, constructed and maintained can provide your household with reliable, long-term service. A septic system that works properly can effectively **remove pollutants from wastewater** and **protect you, your family and your environment from infection and disease**. These pollutants include disease-causing bacteria, viruses and other pathogens that can cause communicable diseases through direct or indirect body contact or ingestion.

FAILURE TO MAINTAIN YOUR SEPTIC SYSTEM CAN COST YOU MORE IN THE LONG RUN.

A septic system that is not maintained or malfunctions:

- **Is expensive to repair;**
- **May need to be replaced, costing thousands of dollars;**
- **Can contaminate groundwater that could be a source of drinking water;**
- **Can spread infection and disease;**
- **May expose you to legal liability.**

ABOUT PRIVATE SEWERS & SEPTIC SYSTEMS
LATERAL ROOT NOTIFICATION PROGRAM
FATS, OIL AND GREASE PROGRAM
SPILLS & BACKWATER VALVES
HELP PROTECT THE ENVIRONMENT
SEPTIC SYSTEMS

Private Sewers & Septic Systems

Septic Systems

Septic systems are highly efficient, self-contained, underground wastewater treatment systems that dispose of sewage on-site. Septic systems are used when properties are not connected to municipal sanitary sewers.

To help us serve you better, please complete the accompanying questionnaire.

Questionnaire

If you have a septic system, please fill out the City's **Septic System Questionnaire**.

For more information regarding the Septic System Questionnaire, please read the **Questionnaire Letter**.

Frequently Asked Questions for Septic Systems

To better help you maintain your septic system and prevent needless repairs or replacement, please click on the links below:

- **Memo of Understanding** — This document describes the City's responsibility in evaluating and reporting the conditions of septic systems in part through the use of the questionnaire throughout the City of Los Angeles and requiring homeowners and others to fix all systems that are in need of repair.
- **City of Los Angeles Guide To Septic Systems**
- **EPA Guide To Septic Systems**
- **Information Bulletin from the Department of Building and Safety** — A portion of the City's building code that sets forth criteria for the approval of an onsite wastewater treatment system (septic system).
  - **Department of Building and Safety website**
- **Additional Information**

Annual Progress and Implementation Reports to Regional Water Quality Control Board (RWQCB):

- **2008 Annual Progress & Implementation Report - 6.6 MB**
- **2007 Annual Progress & Implementation Report - 6.5 MB**
- **2006 Annual Progress & Implementation Report - 13.9 MB**

For further information:

We have established a dedicated email address for your septic systems concerns or questions. Email us at **Septic.System@lacity.org** or call us at either of the following numbers (323) 342-1561 or (323) 342-6239. Should you prefer to write us you may contact us at:

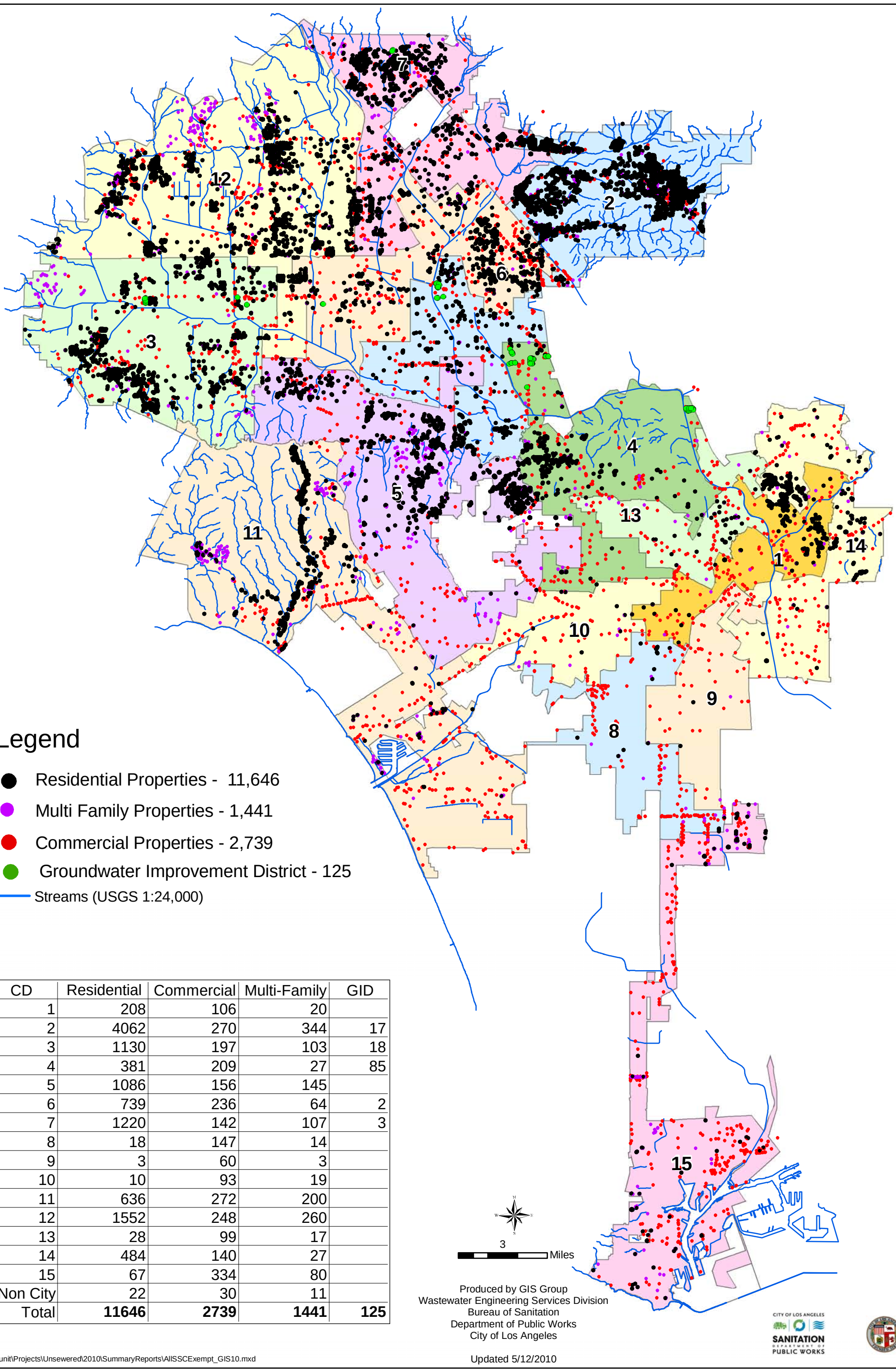
City of Los Angeles
Department of Public Works
Bureau of Sanitation
Wastewater Engineering Services Division
OWTS Program
2714 Media Center Drive
Los Angeles, CA 90065


City of Los Angeles 
Department of Public Works

- BUREAU OF SANITATION
- BUREAU OF ENGINEERING
- CONTRACT ADMINISTRATION

Copyright and Disclaimer

City of Los Angeles
On-Site Wastewater Treatment Systems (OWTS)



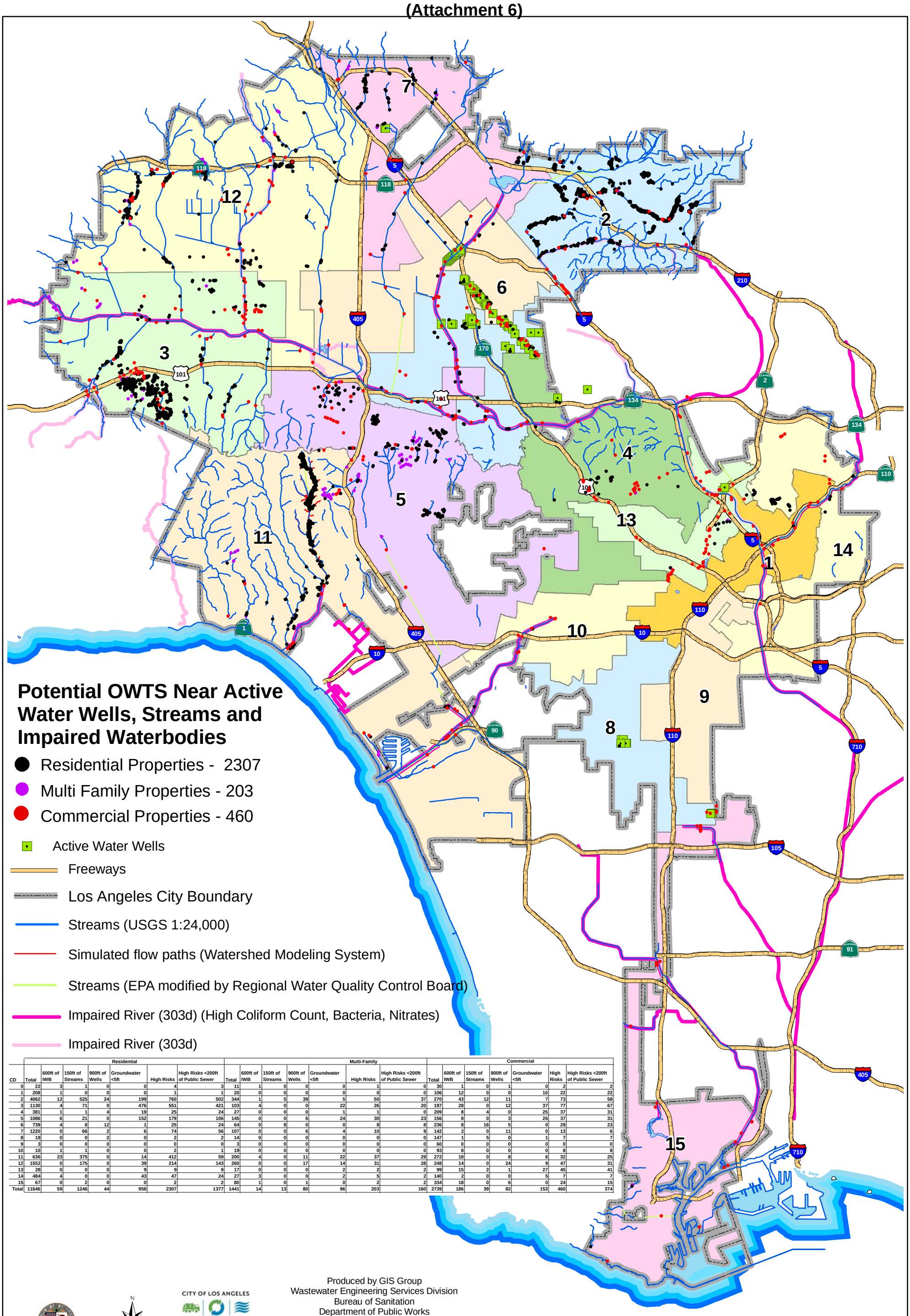
CD	Residential	Commercial	Multi-Family	GID
1	208	106	20	
2	4062	270	344	17
3	1130	197	103	18
4	381	209	27	85
5	1086	156	145	
6	739	236	64	2
7	1220	142	107	3
8	18	147	14	
9	3	60	3	
10	10	93	19	
11	636	272	200	
12	1552	248	260	
13	28	99	17	
14	484	140	27	
15	67	334	80	
Non City	22	30	11	
Total	**11646**	**2739**	**1441**	**125**

V:\Gisunit\Projects\Unsewered\2010\SummaryReports\AllSSCExempt_GIS10.mxd

Updated 5/12/2010

City of Los Angeles
Potential High Risk OWTS Near Impaired Waterbodies, Streams and Active Water Wells

(Attachment 6)



	Residential							Multi-Family							Commercial						
CD	Total	600ft of IWB	150ft of Streams	900ft of Wells	Groundwater <5ft	High Risks	High Risks <200ft of Public Sewer	Total	600ft of IWB	150ft of Streams	900ft of Wells	Groundwater <5ft	High Risks	High Risks <200ft of Public Sewer	Total	600ft of IWB	150ft of Streams	900ft of Wells	Groundwater <5ft	High Risks	High Risks <200ft of Public Sewer
0	22	3	1	0	0	4	3	11	1	0	0	0	1	0	30	1	0	1	0	2	2
1	208	1	0	0	0	1	1	20	0	0	0	0	0	0	106	12	0	0	10	22	22
2	4062	12	525	24	199	760	502	344	1	5	39	5	50	37	270	43	12	11	7	73	58
3	1130	4	71	0	476	551	421	103	4	0	0	22	26	20	197	28	0	12	37	77	67
4	381	1	1	4	19	25	24	27	0	0	0	1	1	0	209	8	4	0	25	37	31
5	1086	6	21	0	152	179	106	145	0	0	6	24	30	23	156	8	0	3	26	37	31
6	739	4	8	12	1	25	24	64	0	8	0	0	8	8	236	8	16	5	0	29	23
7	1220	0	66	2	6	74	56	107	0	0	6	4	10	9	142	2	0	11	0	13	6
8	18	0	0	2	0	2	2	14	0	0	0	0	0	0	147	1	5	0	1	7	7
9	3	0	0	0	0	0	0	3	0	0	0	0	0	0	60	0	0	0	0	0	0
10	10	1	1	0	0	2	1	19	0	0	0	0	0	0	93	8	0	0	0	8	8
11	636	23	375	0	14	412	59	200	4	0	11	22	37	29	272	18	0	8	6	32	25
12	1552	0	175	0	39	214	143	260	0	0	17	14	31	28	248	14	0	24	9	47	31
13	28	0	0	0	9	9	9	17	0	0	0	2	2	2	99	15	2	1	27	45	41
14	484	4	0	0	43	47	24	27	3	0	0	2	5	2	140	2	0	0	5	7	7
15	67	0	2	0	0	2	2	80	1	0	1	0	2	2	334	18	0	6	0	24	15
Total	11646	59	1246	44	958	2307	1377	1441	14	13	80	96	203	160	2739	186	39	82	153	460	374

Produced by GIS Group
Wastewater Engineering Services Division
Bureau of Sanitation
Department of Public Works
City of Los Angeles

Created 4/1/10

V:\Gisunit\Projects\Unsewered\2010\SummaryReports\NearWells303d_Wells_Streams_byCD10.mxd

Attachment 7

CURRENT CITY'S ENFORCEMENT PROCEDURES FOR OWTS THAT ARE NOT PROPERLY INSTALLED, OPERATED AND MAINTAINED

Currently, there is no specific inspection program to detect failed OWTS systems. The enforcement of ordinances pertaining to failed OWTS's is done based upon customer complaints or referrals from other agencies such as the L. A. County Department of Health. All complaints or referrals are processed by the Code Enforcement Bureau of the Department of Building and Safety.

STEPS FOR CODE ENFORCEMENT OF A FAILED OWTS

1. Code Enforcement Bureau receives a complaint from the public or referral from another agency.

2. An inspector will verify by visual inspection that the system has failed. The evidence for a failed system is visible effluent on the ground surface.

3. The inspector performs research to determine if the public sewer is available to the building.

4. If there is a sewer lateral within 200 feet of the building, an Order to Comply is issued to abandon the OWTS system and connect to the public sewer.

5. If the public sewer is greater than 200 feet from the building then the Order to Comply will require that within 30 days the property owner shall obtain required plans and permits and all necessary inspections to install a new OWTS system.

6. In the event there is no compliance, the case is referred to the City Attorney for prosecution.

CODES PERTAINING TO FAILED OWTS

2002 City of Los Angeles Plumbing Code, Section 94.101.15 Prohibited Acts:

Prohibited Acts

94.101.15.2 "No person shall use or maintain any private sewage disposal system on any lot or parcel of land, that has failed, is in an overflowing condition or, in the judgement of the Department, is

unsanitary or is a menace to life, health or property. If the private system fails, all drainage piping shall be connected to the public or private sewer when the lot or parcel of land abuts any public way or sewer easement in which a public or private sewer exists and is available."

In addition,

94.101.15.3 "No person shall alter, add to or relocate any private sewage-disposal system on any lot or parcel of land which abuts on any public way or sewer easement in which a public sewer exists and is ready for use."

Therefore, when a Private Sewage Disposal System (PSDS) needs to be pumped or is overflowing on the subject property or adjoining properties, the PSDS has failed and needs to be replaced if no public sewer is available. If a public sewer is available according to 2002 Los Angeles City Plumbing Code Section 94.713.4 and 94.7135 the PSD shall be abandoned according to the requirements of LADBS Grading Division.

Per Section 94.713.1 Sewer Required:

Building Sewer
Sewer Required

94.713.1 "Every building in which plumbing fixtures are installed and every premises having drainage piping thereon, shall have a connection to a public or private sewer, except as provided in Sections 101.4.1.3, 713.2 and 713.4".

ONSITE WASTEWATER TREATMENT SYSTEM (OWTS) (RESIDENTIAL)

The purpose of this information bulletin is to set forth the minimum criteria for the approval of an Onsite Wastewater Treatment System (OWTS), referred to as Private Sewage Disposal System (PSDS) in the Los Angeles Municipal Code (LAMC), for a single-family or two-family dwelling in a residential zone within the City of Los Angeles. An OWTS or part thereof shall serve only the property on which it is located and shall not be permitted to serve any offsite building or structure or any portion of such building.

Any project with OWTS other than single-family or two-family dwelling shall be directly referred to the the Los Angeles Regional Water Quality Control Board (RWQCB) to obtain the required permit(s).

Installation or maintenance of an OWTS system is permitted when public sewer is not available as determined by the Bureau of Engineering of the Department of Public Works and when the proposed system does not create a health hazard or slope stability problem.

Conventional OWTS with seepage pits or cesspools shall be located a minimum of 150 feet from the nearest stream or other body of water. Conventional OWTS with disposal fields shall be located a minimum 100 feet from the nearest stream or other body of water. Septic tanks for conventional OWTS shall be located a minimum 50 feet from the nearest stream or other body of water. All conventional OWTS shall be located a minimum of 900 feet from an Active Water Well or 600 feet from Impaired Water Bodies as defined herein and shown on the maps maintained by the Bureau of Sanitation, Department of Public Works.

All new, replacement, or altered OWTS systems shall be referred to the Bureau of Sanitation (BOS) for their review. The OWTS systems within the distances described above are considered high-risk, as defined herein as High-Risk OWTS, and will be referred to the RWQCB. The RWQCB may impose a Waste Discharge Requirement (WDR) which may include a Supplemental Treatment System approved by the RWQCB.

Nothing contained in this information bulletin shall be construed to prevent the Administrative Authority from requiring the compliance with additional and/or other applicable requirements outside of those contained in the Los Angeles Plumbing Code (LAPC), when additional/higher requirements are essential to maintain a safe and sanitary condition.

DEFINITIONS

For the purpose of this bulletin, the following terms are defined:

1. An **Active Water Well** is any active production water well.

2. **Bedrooms** (for OWTS purposes only) - All rooms shall be counted as bedrooms except the following rooms: Living rooms, dining rooms, dens, storage room(s), recreation rooms, family rooms, kitchens, bathrooms, laundry rooms, and closets.

3. **BOS** is the Bureau of Sanitation within the Department of Public Works.

4. A **Conventional OWTS**, also referred to as a "Private Sewage Disposal Systems (PSDS)" in the Los Angeles Municipal Code, is an Onsite Wastewater Treatment System (OWTS) consisting of a septic tank and typically a subsurface effluent dispersal system, such as a leach field, seepage pit, or an evapo-transpiration and absorption system. A conventional system may include septic tank effluent pumping where the dispersal area is located at a higher elevation than the associated septic tank.

   A Conventional OWTS shall be located so that the setback distances from streams and other similar bodies of water, Impaired Water Bodies, and Active Water Wells is greater than for a High-Risk OWTS, as defined herein.

5. A **Critical Soil Survey** is the percolation test to determine the seepage pit capacity.

6. **Failed Seepage Pits** are those pits that overflow, are required to be pumped out, and/or have sewage effluent leaking on or off the lot.

7. **Hillside Area** - Any land designated as a Hillside Area on the Bureau of Engineering Basic Grid map, Map No. A-13372, excluding those areas specifically identified in maps entitled Hillside Ordinance Amended Exhibit A attached to Council File No. 91-1621.

8. A **High-Risk OWTS** is any OWTS located where the septic tank is within 50 feet from the nearest stream or other body of water; where the disposal field is within 100 feet of a stream or other water body; where the seepage pits or cesspools are within 150 feet of a stream or other body of water; or where the OWTS system is within 600 feet from Impaired Water Bodies or 900 feet from an Active Water Well, as defined herein.

9. An **Impaired Water Body** is any water body identified by the Regional Water Quality Control Board as impaired due to high levels of nitrates and/or bacteria under section 303d of the Clean Water Act.

10. A **Licensed Geologist** is an individual who is licensed by the State of California and by virtue of education, training, and expertise is qualified to perform soil , site evaluations, and/or the design

of OWTS. A licensed geologist is capable of determining site-specific soil properties, geologic factors, and hydrological conditions.

11. An **Onsite Wastewater Treatment System (OWTS),** referred to as a "Private Sewage Disposal System (PSDS)" in the Los Angeles Municipal Code (LAMC), is an individual disposal system that uses subsurface disposal of effluent.

12. **PCIS** is the Department of Building and Safety Plan Check and Inspection System for issuing permits.

13. **Potential High-Risk OWTS Property (PHROP)** is any parcel completely or partially within 500 feet from the nearest stream or flow path as defined herein, 600 feet from Impaired Water Bodies, or 900 feet from an Active Water Well. The applicant for any proposed OWTS or any modification to an existing OWTS on such a parcel shall be required to submit a licensed survey report to the Bureau of Sanitation indicating the distance from the various OWTS components to the edge of the nearest stream location as verified in a field survey.

14. **RWQCB** is the Los Angeles Regional Water Quality Control Board.

15. A **Seepage Pit** is typically any drilled or dug hole which is 4 to 6 feet in diameter and 10 to 100 feet deep and that is constructed to allow disposal of effluent from a septic tank or other OWTS.

16. A **Septic Tank** is a watertight, covered receptacle designed for primary treatment of sewage and constructed to:

    - Receive wastewater discharged from a building;
    - Separate settleable and floating solids from the liquid;
    - Digest organic matter by anaerobic bacterial action;
    - Store digested solids; and
    - Clarify wastewater for further treatment with final subsurface discharge.

17. **Streams** - For the purpose of sitting/permitting OWTS, the identification of Streams shall be based on, but not limited to, their identification as Streams and flow paths on the following;

    - The RWQCB modified EPA Streams Map;
    - The National Hydrologic Data Stream Map (from USGS 100:000 scale); or
    - Any stream as shown on the Simulated Stream Flow Paths Map generated from a Digital Elevation Model.

    The definition of stream/creek shall include, but is not limited to, the following:
    - A watercourse that is a naturally occurring swale or depression; or
    - An engineered channel or conduit which carries fresh or estuarine water either seasonally or year round subsurface within the City boundaries; and/or

- Any area identified through field investigation by a trained biologist, licensed civil engineer, licensed landscape architect, hydrologist, fluvial geomorphologist, or ecologist as meeting the above criteria and as verified by the Department of Public Works, City of Los Angeles.

Stream/creeks include tributary drainage that carry storm water runoff from any size watershed to larger streams.

18. **Supplemental Treatment** is any OWTS or component of an OWTS, except a septic tank or dosing tank, that performs additional wastewater treatment prior to the subsurface disposal of effluent. Supplemental Septic treatment systems must be approved by the RWQCB and they must meet performance requirements that may be set by RWQCB.

19. A **Survey Report** is a report prepared by either a licensed Land Surveyor or a Professional Civil Engineer licensed to perform survey work that indicates the horizontal distance from the nearest point of any part of an OWTS to the nearest point of a Stream, from an Active Water Well, and from an Impaired Water body.

20. A **WDR** is a Wastewater Discharge Requirement issued by the RWQCB for construction and operation of wastewater treatment facilities.

21. **USGS** is the United States Geological Survey.

22. **ZIMAS** is the Department of City Planning's Zone Information and Map Access System.

I. GENERAL REQUIREMENTS

A. Permit Requirements

1. A Building/Grading Permit is required from the LADBS Grading Division to install seepage pit and perform percolation test.

2. A Plumbing permit is required to connect sewer lines from the building into the septic tank and to install an OWTS and a Supplemental Treatment System when required per Section II of this Information Bulletin..

B. Required Clearance from Bureau of Sanitation (BOS)

All Building/Grading permits for new, replacement, or altered OWTS for single-family and two-family dwelling shall be referred to BOS to obtain sign off on the PCIS "Supplemental Onsite OWTS" Clearance prior to issuance of the permits.

C. Design Requirements

All OWTS shall be so designed that additional seepage pits or subsurface drain fields, equivalent to at least one hundred percent of the required original system, could be installed if the original system cannot absorb all the effluent.

All new, replacement, or altered OWTS systems shall meet the following requirements:

1. The design of the OWTS system shall comply with Section 106.4, and Chapters 7, 11 and Appendix K of the Los Angeles Plumbing Code (LAPC).

2. The OWTS system shall consist of a septic tank with effluent discharging into one or more seepage pit(s), leach field or other subsurface disposed method.

3. No excavation for a leach field or seepage pit shall extend within five (5) or ten (10) feet of the high ground water level, respectively.

4. The location of the OWTS system shall comply with Table K-1 of the LAPC.

5. The liquid capacity of the septic tank shall comply with Table K-2, Appendix K of the LAPC.

6. No rain water, surface or subsurface water shall be discharged into the OWTS system.

7. When the original/existing system cannot percolate all of the designed quantity of effluent stated in item (8) below as a result of the addition of new rooms, additional subsurface disposal fields (leach fields) or seepage pits shall be added. The combined percolation

rate of both the existing and the new seepage pits may be used to meet the percolation requirement. However, the percolation from a failed seepage pit shall not be used for calculation purposes and such pits shall be abandoned as stipulated in Section V.

8. The proposed subsurface disposal fields or seepage pits shall be capable of percolating at least five times the liquid capacity of the required septic tank in a 24-hour period. (Section K4, Appendix K of the LAPC)

9. Percolation shall not be permitted to occur within fill nor where rock strata, discontinuities, or combinations of dense soils could force the effluent to surface. For site suitability, refer to Section III.B.

10. No additions or alterations shall be permitted to an existing building which is connected to an OWTS system unless the OWTS system for the building with the additions and/or alterations, complies with all provisions of this Information Bulletin.

11. Any expansion of an existing OWTS system shall be done so as not to impair the function of any existing OWTS system nor affect the stability of adjoining slopes and shall not be located within an area subject to inundation nor where it will cause contamination.

12. A ten-foot separation between the bottom of seepage pits and the highest groundwater level must be maintained. In addition, the capping depth of the seepage pit below finished grade must be enough to prevent any chance of contamination of surface water.

D. Failed Seepage Pit

The percolation from a failed seepage pit shall not be used in determining the provided percolation rate, and such pits shall be abandoned as stipulated in Section V of this Information Bulletin.

E. Geologic Report Requirements

In high ground water areas or in the Hillside areas where the existing or graded slope is steeper than ten degrees, a geologic report for all proposed OWTS is required. The report shall evaluate the suitability of the site for the proposed OWTS and shall include, but need not be limited to, the following:

1. A detailed geologic map and cross-section showing all the existing and proposed additions or buildings, location of the existing and proposed disposal field or seepage pit including the expansion area, large trees, proposed grading, and the top and toe of existing slopes and proposed graded slopes.

2. Recommendations for providing the required clearances/setbacks from the slope, including the depth of the sealing lid/cap.

3. The potential for any stability problem that may be caused by the proposed OWTS system. Information shall be provided on the type of soil/bedrock and all relevant geologic conditions.

4. Depth of highest ground water level, distance to streams as identified on maps prepared by the Bureau of Sanitation (BOS), Department of Public Works, and all areas subject to inundation.

II. SPECIAL REQUIREMENTS FOR HIGH-RISK OWTS AND POTENTIAL HIGH RISK OWTS PROPERTIES (PHROPS)

All new, replacement, or altered High-Risk OWTS systems, as defined herein, are required to be referred to the Bureau of Sanitation (BOS), who will then obtain approval from the Los Angeles Regional Water Quality Control Board for a possible Waste Discharge Requirement (WDR).

All new, replacement, or altered OWTS in PHROP shall be referred to the Bureau of Sanitation to determine if the proposed OWTS is a Conventional OWTS or a High-Risk OWTS.

A. Supplemental Treatment System

A Supplemental Septic Treatment System, when required by RWQCB, shall meet the following:

1. The Supplemental OWTS shall be approved by the RWQCB prior to issuance of the permits by LADBS to install the system.

2. The housing of the Supplemental Septic Treatment System shall be structurally designed to withstand all anticipated earth or other applicable loads (such as a vehicle, i.e.: AASHTO HS-20 truck).

3. The specifications for the approved Supplemental OWTS by the RWQCB shall be submitted to the LADBS Test Lab for approval and issuance of a City of Los Angeles Research Report.

   The following shall be submitted, as a minimum, to the LADBS Mechanical Test Lab when applying for the Los Angeles Research Report:

   - Sewage capacity calculations
   - Tank construction details
   - Tank Materials

- Design Criteria
- Tank Compliance Standards
- System Component Details
- Current test reports from any approved test agencies

The system shall either be listed by a recognized testing lab or submitted to LADBS Electrical Test Lab for approval.

4. Monitoring and maintenance requirement. The owner shall comply with all requirements of the monitoring and reporting program issued by the RWQCB.

B. Survey Report Requirement

A survey report prepared by either a licensed Land Surveyor or a licensed Professional Civil Engineer licensed to perform survey work is required for all the proposed OWTS in Potential High-Risk OWTS Properties and shall be submitted to the Bureau of Sanitation for review to determine if the proposed OWTS is a Conventional OWTS, as defined herein, or a High-Risk OWTS.

Where a geologic report is required in accordance with Section IE and it contains the required setback information it may be used to satisfy the survey report requirement.

III. SEEPAGE PIT LOCATION/ PERCOLATION TEST REQUIREMENTS

A. Application for Percolation Test and Seepage Pit

A Percolation test is required for all new seepage pits needed for both new and existing buildings. For additions to existing buildings where new bedrooms are added, a percolation test for the existing pit will be required. The capacity of the existing pit may be added to that of any new pit to meet the required percolation rate.

Applicants for an OWTS shall obtain permits for the required percolation test and the installation of a seepage pit by completing a Building/Grading permit application and submit it to the LADBS Grading Division Plan Check staff along with the following:

- Copies of Geology reports and Department approval letters (of the geology report), when required per Section IE.

- A 8 ½ x 11 Floor plan. The number of all bedrooms shall be noted on the floor plan and the Building/Grading permit application.

- Site plot plan. The plot plan shall include all property lines, buildings, large trees, improvements, septic tanks, seepage pits, elevation contours, tops and toes of slopes, and

the required expansion area.

- CAL/OSHA permit for drilling seepage pit.

The Grading Plan Check staff shall determine the number of bedrooms and enter this number on the Building/Grading permit application to determine the correct size of the septic tank and seepage pit. The capacities of the required Septic Tank and Seepage Pit are determined as given in Table K2 of LAPC, Appendix K

B. Seepage Pit

1. Location

a. The seepage pit shall meet the following:

i. The seepage pit shall be sealed/capped at a minimum vertical distance of 5 feet below the weathered bedrock and/or soil/fill contact; and at least 25 feet minimum horizontal distance from the sloped surface of un-weathered bedrock, whichever is deeper. See Figure A.

ii. Seepage pits on slopes of 45 degrees or exceeding 45 degrees shall require the setback distance to be measured from an imaginary plane of 45 degrees to the horizontal projected upward from the toe of such slope. It shall be noted that these values are minimums and site conditions may warrant a greater setback distance or Sealing Cap depth.

iii. Seepage pits shall be located a minimum of 150 feet from any Stream, 600 feet from an Impaired water body and 900 feet from an Active Water Well.

iv. A 6" ABS pipe shall be installed between the pit cover and ground level. This pipe shall be capped at grade level.

b. The construction of seepage pits shall be in accordance with Section K7, Appendix K of the LAPC.

c. The method of capping shall be an approved type arch dome or slab detailed in accordance with Section K7 Appendix K of the LAPC. The top cover or arch dome shall be structurally designed to withstand all anticipated earth or other applicable loads such as a vehicle (AASHTO HS-20 truck) by a licensed Civil or Structural Engineer.

2. Inspection

Prior to excavating the seepage pit the following items are required to be completed prior to the pre-construction inspection:

- Flag, stake and dryline all property lines according to a licensed survey. This survey may be waived by filing for a Department administrative approval if the site is relatively level and it can be demonstrated to the grading Inspector's satisfaction that the location of the OWTS system is within the subject site.
- Dryline all corners of proposed buildings.
- Dryline the location of any existing and/or proposed OWTS system.
- Stake the center of proposed seepage pit(s).

After approval of the tentative location, the contractor shall notify CAL/OSHA prior to the excavation of the pit(s).

After the pit has been drilled, but prior to the placement of any liner, the consultant geologist shall:

- Inspect and approve the pit and location and verify that the bedrock/soil conditions encountered are as anticipated in the report.
- Leave a written notice to inform the Grading Inspector that it is acceptable to seal the pit as per report and the LADBS Grading approval letter.
- Submit a supplemental report to LADBS for approval if the site conditions are different than given in the approved original report.

The grading inspector shall be notified when the side walls/liner are completely installed, but prior to placement of the lid and introduction of any fluids. During this inspection, the grading inspector shall verify the location, depth, separation distances between components and capping requirements as per approved plans by the LADBS Grading division.

C. Percolation Tests

A percolation test is required for all new seepage pits for both new and existing buildings. For new dwellings and additions to existing dwellings, the percolation rate shall be based on the bedroom count. The capacity of any seepage pit (existing or proposed) shall be determined by a percolation test. The capacity of the existing pit may be added to that of any new pit to meet the

overall requirement provided that the existing pit is tested and the current calculations are used to meet the code required percolation rate. The Grading Inspector shall check the pit diameter and depth.

The percolation rate shall be determined 24 hours after water is added to the pit. The Grading Inspector shall measure the percolation rate by noting the amount of water that was poured into the pit according to the meter reading at the hydrant source, and then subtracting the residual amount of water left in the pit after 24 hours (which shall be derived by measuring the depth times the volume per foot of depth of water left in the pit).

As a guideline and for consistency purposes, the volume of water per foot depth through a seepage pit shall be as listed below:

Outside Diameter (OD) of Seepage Pit Liner	Seepage Pit capacity per Foot of Depth (gallons)
4	65
5	110
6	165

Exception: In most cases, it is not possible to accurately determine the percolation rate of an existing private sewage disposal system. Therefore, in order to mitigate the problem of the overflowing seepage pit, and instead of abandoning the existing overflowing seepage pit, an additional seepage pit may be constructed without the benefit of a percolation test, provided the following criteria are complied with:

a. No new rooms are added to the existing structure which may be considered as bedrooms.

b. The applicant shall file a "request for modification" for an administrative approval to omit the percolation test accompanied with the appropriate fees.

c. The new additional seepage pit shall be six (6) times the capacity of the septic tank. The details are given below:

Bedrooms	Septic Tank Capacity (Gals)	4' Liner OD Min. Wet Depth (ft)	5' Liner OD Min. Wet Depth (ft)	6' Liner OD Min. Wet Depth (ft)	Required Seepage Pit Storage Capacity (Gals)
1	750	69	31	27	4500

2	750	69	31	27	4500
3	1000	92	41	36	6000
4	1200	111	49	44	7200
5	1500	138	61	55	9000
6	1750	162	71	64	10500

NOTE: 1. Depth indicated is below the lid/inlet pipe
2. Pit diameter is 5 feet.

IV. FINAL OWTS APPROVAL

A. Building/Grading and Plumbing Permit Applications

The Grading inspector shall review the following prior to signing off the PCIS "Private Sewage Disp. Approval" clearance on the Building/Grading permit:

1. The plot plan of all existing and proposed buildings and the OWTS system.

2. The OWTS system shall be fully dimensioned with at least two coordinates such as property lines, etc.

3. The Inspector's Summary Sheet shall be completed for each project which shall include the number of gallons perked, the number of bedrooms, the capacity of the septic tank, with the name of the inspector and the date completed.

4. The owner or his/her representative shall submit to the inspector fully completed Building/Grading and Plumbing permit applications along with a plot plan, to scale, showing the actual as-built and approved location by the BOS of all the components of the OWTS system. The location of the Streams, Active Water Well(s), Impaired Water Body(ies), and their distances from the OWTS shall be clearly shown on the plot plan.

5. Where a Supplemental Treatment is required, the qualified installer shall certification that the system has been installed according to the approved plans and the manufacturer's specifications. This certification letter shall be submitted to the LADBS Grading Inspector upon completion of the installation of the OWTS.

B. Covenant Requirements

For any lot or premises located in whole or in part within the San Fernando Valley and certain adjacent areas as described in Section 64.26A.2 of the Los Angeles Municipal Code, whenever

it is determined that a public sewer is not available and OWTS is required, the owner or the owners shall submit a covenant and agreement to run with the land to provide connection to the public sewer when it becomes available, or to vacate if no connection is made per LABC Section 106.4, Exception 1.B.

This covenant requirement applies to all OWTS located northerly of the boundary line described in Section 64.26 as follows:

> *Beginning from the west at the intersection of Mulholland Highway in a northerly direction to the intersection with Mulholland Drive in an easterly direction to the intersection of Mulholland Drive and Laurel canyon Boulevard, thence northerly along Laurel Canyon Boulevard to the intersection of Laurel Canyon Boulevard and the Los Angeles River in an easterly and then southerly direction to the interaction to the intersection of the Los Angeles River and the Glendale Freeway, thence along the Glendale Freeway in a notherly direction to the City boundary.*

This covenant and agreement shall be recorded with the County Recorder prior to issuance of the Building/Grading permit for the OWTS.

C. Building/Grading Permit

The building/Grading permits for the percolation test (critical soil survey) and seepage pit will be issued when the following are provided:

1. Applicant has obtained the required WDR and cover letter from the RWQCB, when required.

2. Applicant has shown the plans are in compliance with the WDR, when required.

3. Applicant has obtained the required sign off from the LADBS Grading Inspector.

4. Applicant has provided copies of Geology reports and the LADBS Grading approval letters (from the geology report) when required, as per Section IE.

5. A plot plan, to scale, showing the locations of the components of the OWTS and the Supplemental Treatment System (when required). The locations of the Streams, Active Water Well(s), and Impaired Water Body(ies) as well as their distances from the OWTS shall be clearly shown on the plot plan.

6. Applicant with High-risk OWTS property or a PHROP has obtained approval from the BOS on the location of the OWTS system and the Supplemental Treatment System (when required by the RWQCB) on the plot plan.

D. Plumbing Permit

A plumbing permit shall then be obtained for the septic tank, the supplemental treatment system (when required), and for connecting sewer lines into the OWTS system. An additional fee shall be paid for each building drain connected to the building sewer line serviced by the OWTS system.

The name of the Supplemental Septic Treatment System (when required by the RWQCB), the manufacturer, and the name of the installer certified by the manufacturer shall be indicated on the plans and the plumbing permit.

V. ABANDONED CESSPOOLS, SEEPAGE PITS, AND SEPTIC TANKS

Every cesspool, seepage pit, and or septic tank which has been abandoned, discontinued from further use, or to which no pipe from a plumbing fixture is connected shall have the sewage removed therefrom and be completely filled with an approved material. For suggested methods of abandonment see Figure B.

A. Grading Permit

A grading permit shall be obtained to backfill abandoned cesspool, septic tank, and/or seepage pits. The methods to be used for structural or non-structural backfilling shall be as shown in the Septic/Cesspool Seepage Pit Backfill Requirements (Figure B) or as recommended by a soils engineer and approved by the Department. A plot plan showing the location of the abandoned cesspool, septic tank, or seepage pit shall be shown on the back of, or attached to, the permit application.

B. Backfill Requirements

1. Prior to the placement of the backfill and after the cesspool, septic tank, and/or seepage pit have been cleaned, the cesspool, septic tank, and/or seepage pit shall be inspected by the Grading Inspector. Inspection by a soils engineer is also required prior to the inspection by the grading inspector for backfill.

2. The top cover or arch dome over the cesspool or seepage pit shall be removed before backfilling.

3. All backfill shall be compacted to a minimum of 90% relative compaction as tested by a soils testing agency licensed by the City and certified by a licensed Soil Engineer. A minimum 5-foot depth of fill is required above the top of the cap/lid covering the cesspool or seepage pit.

Exception: Flooded clean sand or gravel may be used as fill material provided the fill is used as a non-structural backfill.

4. Abandoned septic tanks shall be cleaned, flushed, backfilled with clean sand, slurry, or concrete, and covered with the original lid. A grading permit shall be obtained for this backfill. The permit application shall include a plot plan showing the location of the abandoned tank.

5. All materials used as backfill other than regular earth, shall require administrative approval through modification and, in some cases, an affidavit to that effect may be required as determined by the department.

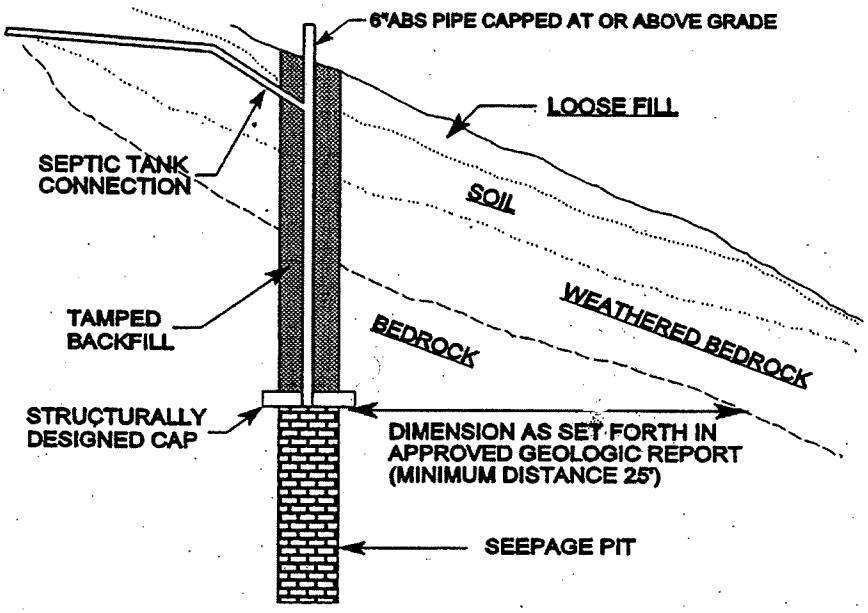
C. Plumbing Permit

While a plumbing permit is not required to abandon the cesspool, septic tank, or seepage pit, plumbing permits are required for any new plumbing fixtures and/or the connection of a house sewer to a public sewer. All plumbing fixtures and pipe lines connected to the OWTS system shall be disconnected upon such abandonment.

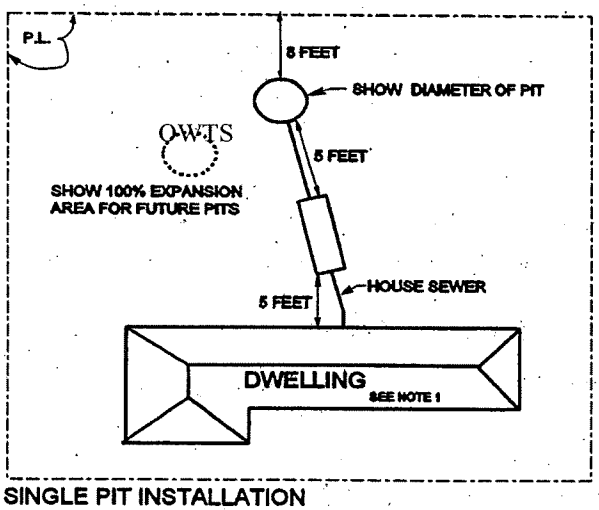
FIGURE A: SEEPAGE PIT REQUIREMENTS

ILLUSTRATIONS and DESIGN

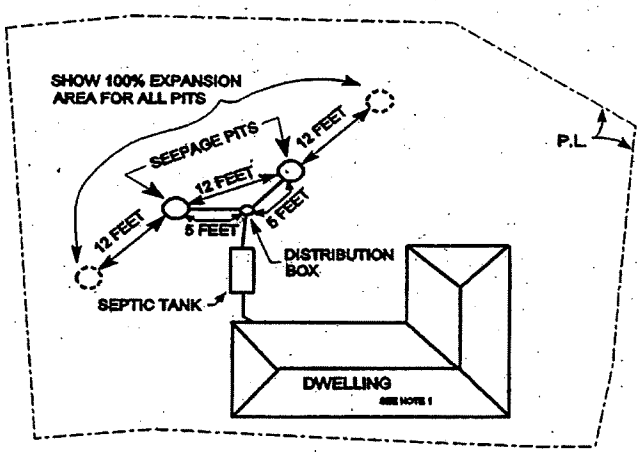
No OWTS or part thereof shall be located at any point with less than the minimum distances shown in the related sketches.



SEEPAGE PIT SECTION

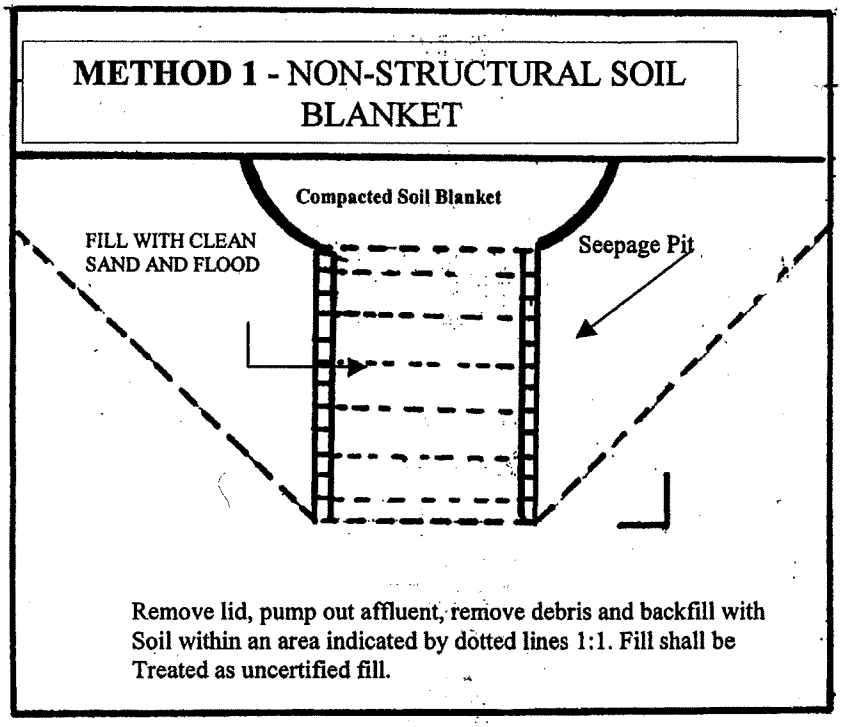


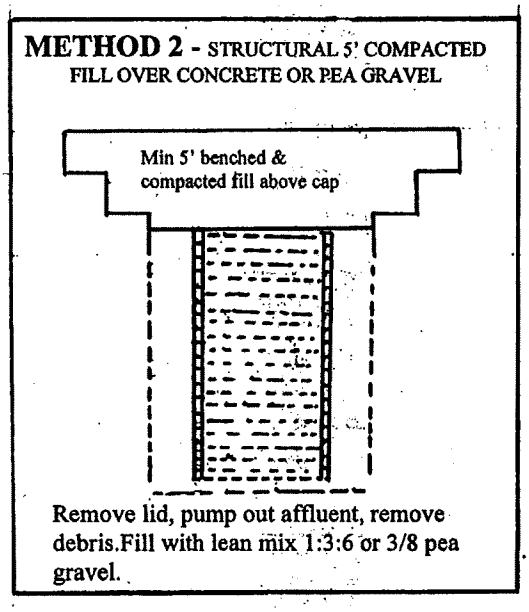
SINGLE PIT INSTALLATION



MULTIPLE PIT INSTALLATION

FIGURE B - SEPTIC/CESSPOOL BACKFILL REQUIREMENTS





NOTES

1. A.grading permit is required prior to abandonment or backfill of an existing OWTS system.
2. Inspection by Soils Engineer is required prior to start of backfill operation for Structural fill.
3. Inspection by Dept. Grading Inspector is Required prior to start of backfill operations.
4. All structural fill shall be compacted and tested to 90% relative density.
6. A compaction report shall be submitted for all structural fill.
7. Pea gravel shall be mechanically compacted.
8. Administrative approval is required for leaving brick lining in situ for structural fill.
9. Use of slurry as backfill shall require Dept. Administrative approval.
10. Compaction report Shall address, when pea gravel is used for backfill , subsidence due to voids in pea gravel and differential settlement between cesspool backfill and surrounding native soil.

Interim OWTS Permiting Policy Process (Residential)

Start

(A)
New Construction, Alteration, Replacement of OWTS, or additions that would yield 5 bedrooms or more.
-1-

Yes

(D)
Is Sewer Available within 200 Feet? BOE signs off on the Sewer Clearance and returns to LADBS
-2-

Yes

No OWTS Allowed- Required to use Public Sewer
-3-

No

Use existing OWTS
-4-

No

(A)
LADBS adds BOS in the PCIS (Clearance Summary Sheet) for BOS approval. BOS will provide the applicant with the BOS-signed Permit Review Form
-6-

(A)
More than two Dwelings units
-5-

(B)
High Risk OWTS Parcels:
< 600 feet 303d Impaired Water Bodies or
< 900 feet of active wells, or
-7-

No

Yes

No

Yes

Yes

(C)
RWQCB Issues a general WDR *
-11-

Yes

No

(B)
Potential High Risk OWTS Properties(PHROP)?
= or<500 feet from any stream?
-8-

Yes

No

Yes

Yes

No

(B)
BOS will sign-off on the PCIS clearance
-12-

(B)
PHROP
Survey or Geological Report required -
< 150 feet of the Simulated stream flow using Digital Elevation Model (DEM) Study, or
< 150 feet of USGS Map, or
<150 feet of EPA map modified by RWQCB
BOS provides applicant with OWTS Site Review Package**
-9-

No

(A)
LADBS issues a permit and assures compliance with WDR for construction phase.
-13-

(B)
BOS Signs-off on PCIS-
No WDR required.
-10-

No

(A)
LADBS requests a Installation Certification Letter from installer that the system is installed in accordance with the manufacturer's specifications
-14-

(A)
LADBS Issues the Grading Permit for the Approved Conventional OWTS
-18-

(A&B)
LADBS informs BOS of Certificate of Occupancy and sends the installation certificate to BOS - BOS then informs RWQCB
-15-

(A)
LADBS Issues Certificate of Occupancy
-19-

(C)
Owner will submit Quarterly Monitoring Reports to RWQCB as specified in the M&RP. The frequency of monitoring will be reviewed and may be diminished based on the impacts to ground water.
-16-

End

(C)
RWQCB will take enforcement actions for violations of the WDR
-17-

Tasks Performed by:

(A) LADBS
(B) BOS
(C) RWQCB
(D) BOE

* RWQCB issues a general WDR Order No. R-4-2004-0146 and a site specific Monitoring and Reporting Program (M&RP) with a CI number.

** Site Review Package consist of Permit Review Form, WDR Instructions,and map (s) if applicable.

CITY OF LOS ANGELES
CALIFORNIA

DEPARTMENT OF
PUBLIC WORKS
—
BUREAU OF SANITATION
—
ENRIQUE C. ZALDIVAR
DIRECTOR
TRACI J. MINAMIDE
CHIEF OPERATING OFFICER
VAROUJ S. ABKIAN
ADEL H. HAGEKHALIL
ALEXANDER E. HELOU
ASSISTANT DIRECTORS
—
1149 SOUTH BROADWAY STREET, 9TH FLOOR
LOS ANGELES, CA 90015
TEL: (213) 485-2210
FAX: (213) 485-2979

March 18, 2008

Honorable Jan Perry, Chair
Energy & Environment Committee
Los Angeles City Council

Dear Honorable Council members:

RE: Council File 06-0810 – Viable Alternatives for a Revised Definition of a Stream and the Protection and Restoration of City's Street – Interim Policy for permitting Onsite Wastewater Treatment Systems (OWTS). Revision to Council Report

Since the adoption and Transmittal of the referenced Council Report by the Board of Public Works on October 18, 2006, a number of changes have occurred that require the modification of the report. The Department of Public Works' Bureau of Sanitation recommends the revision of the referenced Council Report as follows:

1. Setback of Onsite Wastewater Treatment Systems (OWTS) from a stream: On January 1, 2008, the revised California Plumbing Code (CPC) and the Unified Plumbing Code (UPC) as adopted by the City Council became effective. As part of the revised codes, the setbacks of OWTS from a stream or lake were revised from 100 feet to 150 feet for seepage pits and cesspools; and from 50 feet to 100 feet for disposal fields, while the setback of OWTS from a stream or lake for septic tanks and building sewers remains the same, at 50 feet. As such, the setbacks from a stream or lake in the referenced Council Report should be revised accordingly, in the following sections of the report:
    a. Page 2 – Background. Replace "Appendix K of the California Plumbing Code requires a set setback of 100 feet for seepage pits or cesspools and the nearest stream or lake; and 50 feet between the nearest stream or lake and septic tanks, building sewers and disposal fields" with "Appendix K of the California Plumbing Code requires a setback of **150 feet** for seepage pits or cesspools and the nearest stream or lake; **100 feet** for disposal fields and the nearest stream or lake; and 50 feet for septic tanks and building sewers and the nearest stream or lake."

b. Page 3 – OWTS Memorandum of Understanding. Replace "Currently, High Risk OWTS are those within 100 feet of the nearest stream or lake" with "High Risk OWTS are those within **150 feet** of the nearest stream or lake."
c. Page 4 – Section C – Interim OWTS Policy. Replace "Conventional OWTS shall be located a minimum of 100 feet away from the stream" with "Conventional OWTS shall be located a minimum of **150 feet** away from the stream."
d. Page 5 – Section D – Definitions.
    i. Conventional OWTS: Replace "Conventional OWTS shall be located a minimum of 100 feet from the nearest stream, flow path or lake" with "Conventional OWTS shall be located a minimum of **150 feet** from the nearest stream, flow path or lake."
    ii. High Risk OWTS: Replace "High Risk OWTS is any OWTS located within 100 feet from the nearest stream, flow path or lake" with "High Risk OWTS is any OWTS located within **150 feet** from the nearest stream, flow path or lake."

2. Section G – Fiscal Impact: Under the original report an authority for a Civil/Sanitary Engineering Associate III position was recommended. Since the adoption of the report on October 18, 2006, by the Board of Public Works, it was determined that the workload can be absorbed by the existing staff for now. However, as we embark on full operation and maintenance permitting and inspection program for all OWTS, in the City of Los Angeles, additional resources may be needed in the future that will be supported by a special permit fee and will be submitted to the Mayor and Council for adoption at that time. As such, the Bureau is withdrawing the request for an authority for a Civil/Sanitary Engineering Associate III position.

Sincerely,

ENRIQUE C. ZALDIVAR, Director
Bureau of Sanitation

ECZ:AH.HM