

## Onsite Wastewater System Process Continued

### CONSTRUCTION AND DISCHARGE AUTHORIZATION

The process continues with a contractor completing the construction of the system.

11. Applicant (owner) selects a contractor.
12. Contractor constructs the system in accordance with the CA including conditions.
13. Contractor calls for interim inspections, if any, as per the CA.
14. CCCD EQ completes the interim inspection and issues a report.
15. Contractor remedies deficiencies in the report, if any.
16. Contractor completes construction.
17. Contractor completes the Request for Discharge Authorization, Leakage testing report, as-built plans and any other support documentation.
18. Contractor submits to CCCD EQ and requests final inspection.
19. CCCD EQ completes final inspection and issues a report with deficiencies or DA (Discharge Authorization).
20. The above steps are repeated until a DA is issued.
21. Applicant (owner) begins operating the system in accordance with the DA.



## Additional Information

The Environmental Quality Division maintains a web page with considerable information about the program at <https://www.coconino.az.gov/1156/Environmental-Quality>.

The requirements for onsite wastewater systems are established by the Arizona Department of Environmental Quality and can be found at [https://apps.azsos.gov/public\\_services/Title\\_18/18-09.pdf](https://apps.azsos.gov/public_services/Title_18/18-09.pdf) Article 3 includes General Aquifer Protection Permits and Part E covers the Type 4 general permits that include conventional septic tank leach fields and alternative systems.

In a conventional septic tank, wastewater treatment is provided through an anaerobic process that is very slow. The leach field then uses onsite soil to provide final treatment before the effluent is released into the general environment. Where the soil is inadequate to provide that additional treatment then alternative systems are used. These alternative systems are more costly as they are replacing the onsite soil that is “free” with the parcel.

### Coconino County Community Development

2500 North Fort Valley Road Building #1  
Flagstaff, AZ 86001

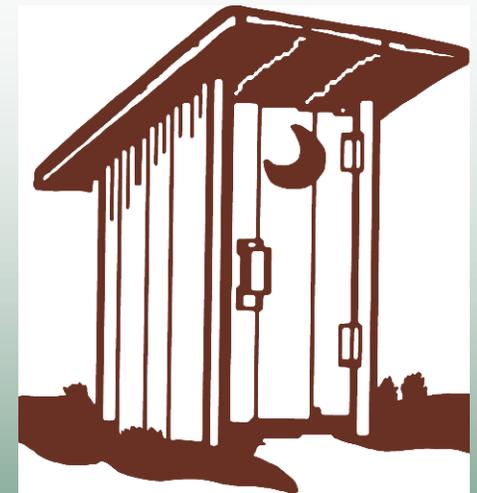
Phone: 928.679.8850 or 1.800.559.9289

Fax: 928.679.8851

[www.coconino.az.gov/communitydevelopment](http://www.coconino.az.gov/communitydevelopment)



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Coconino County  
Community Development  
Environmental  
Quality Division

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### SITE INVESTIGATION

The process begins with a site investigation to determine the site-specific design criteria.

1. Complete a Site Investigation Application and submit it to CCCD EQ. Pay fee.
2. Excavate holes for the subsurface investigation.
3. CCCD EQ staff will investigate the soils and complete field classification of the soil.
4. CCCD EQ staff will report the results to the applicant.

(In the past, percolation tests were used to determine the capacity of the soil to accept treated effluent and the term “perc” was coined—this is no longer acceptable in the County.)

### DESIGN AND CONSTRUCTION AUTHORIZATION

The process continues with a designer completing the design of the system.

5. Applicant (owner) selects a designer.
6. Designer prepares application, design report, plans, and other required documents using the site investigation report.
7. Applicant (owner) signs the application.
8. A submittal is made to CCCD EQ by visiting the [CCCD EQ Applications webpage](#) and the fee must be paid.
9. CCCD EQ reviews the submittal and issues an RFAI (Request for Additional Information” or CA (Construction Authorization) generally within 3 weeks.
10. The above steps are repeated until the CA is issued or denied. (Refer to the fee schedule for the number of reviews included with each initial submittal.)

## Process Flow Chart

