

REQUEST to AMEND an On-site Wastewater Treatment System Permit

Existing Permit Number: \_\_\_\_\_ - \_\_\_\_\_ Does the Existing Permit have a Final Signature? (Y/N) \_\_\_\_\_  
Site address: \_\_\_\_\_ Parcel Number \_\_\_\_\_  
Current Property Owner: \_\_\_\_\_  
Property Owner's Agent (optional): \_\_\_\_\_

System and Permit Information

Permitted Number of Dwellings: \_\_\_\_\_ Permitted Number of Bedrooms: \_\_\_\_\_  
Proposed Number of Dwellings: \_\_\_\_\_ Proposed Number of Bedrooms: \_\_\_\_\_

System features not matching permit terms and not noted at time of install: (If none, skip this section)

Permitted Septic Tank: \_\_\_\_\_ (gal) Septic Tank as Installed: \_\_\_\_\_ (gal)  
Permitted Final Disposal: Soil Treatment Area: \_\_\_\_\_ (square feet) OR Lagoon: \_\_\_\_\_ (dimensions)  
Final Disposal as Installed: Soil Treatment Area: \_\_\_\_\_ (square feet) OR Lagoon: \_\_\_\_\_ (dimensions)  
Soil Report Noted at Time of Install: Percolation rate \_\_\_\_\_ (min/inch) OR LTAR \_\_\_\_\_ (gal/sf/day)  
Soil Report at Present: LTAR \_\_\_\_\_ (gal/sf/day). If different soil type from type noted at time of install, attach justification.  
Other changes not noted at time of install:

Check this box if the bedroom count is changing. A letter of certification from a Colorado professional engineer is required. A septic tank servicing receipt dated within the last two years is required unless the OWTS is four years old or less. Permit amendment fee of \$120 is required. NOTE: An alteration permit (\$973) may be required to accommodate additional bedrooms.

Check this box if an accessory dwelling unit or auxiliary building (non-commercial shop, barn, etc.) is to be connected to the existing OWTS, but the bedroom count is not changing. A site visit (\$240) and a septic tank servicing receipt dated within the last two years is required unless the OWTS is four years old or less. NOTE: An alteration permit (\$973) may be required to accommodate an accessory dwelling or auxiliary building.

**I acknowledge:** (1) A repair or alteration permit may still be required in order to amend an existing OWTS permit, (2) SJBPB may deny this request or issue a conditional approval in accordance with relevant laws and regulations, (3) a permit will only be amended following the payment of all necessary fees, (4) the approval of a permit amendment does not imply any warranty by SJBPB as to the operation of the OWTS, and (5) the property owner and all future property owners assume the responsibility and liability for the proper maintenance of the OWTS. **Five business days are required for review.**

Date: \_\_\_\_\_ Owner's signature: \_\_\_\_\_  
Owner or agent's phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

[DEPARTMENT USE ONLY]

Fees received: \$ \_\_\_\_\_ Payment type: \_\_\_\_\_ Rec'd by: \_\_\_\_\_ Date: \_\_\_\_\_  
Site visit date (if performed): \_\_\_\_\_ Letter of certification (if required) written by: \_\_\_\_\_  
Comments/ conditions of approval:

New permit is required OR  Amendment approved: \_\_\_\_\_ Date: \_\_\_\_\_

Environmental Health Specialist

NEW APPLICATION # \_\_\_\_\_ APPLICATION DATE: \_\_\_\_\_