

DRAFT (JULY 1, 2013)

**CARA NON-RESIDENTIAL ON-SITE SANITARY WASTEWATER
TREATMENT AND DISPOSAL APPLICATION**

Spokane County requires that this application form be completed and submitted, along with supporting documentation, for all new non-residential development that involves on-site wastewater treatment and disposal that are outside the urban growth area (UGA) and within moderate or high susceptibility critical aquifer recharge areas (CARA) (see guidance document, *Non-Residential On-Site Wastewater Treatment and Disposal Application and Evaluation for Moderate and High CARA Susceptibility Areas* for information on determining applicability to Spokane County Code 11.20.075.L-3).

Completing this Form

1. The application and supporting documentation may be sent electronically or filled out by hand and submitted as a hard copy.
2. If you send application and supporting documents electronically, send PDF copies only.
3. Application must be signed and dated. An electronic signature is acceptable on a PDF copy.
4. Please provide references for the information used to complete the application and also used in the CARA spreadsheet (Level 1 or Level 2 analysis) or in the Level 3 analysis. References can be attached to your electronic submittal, mailed hard copy, or provided as an on-line link.
5. If you send the application electronically, maps and other supporting data can be attached. All attachments must be legible at a printable size of 11 by 17 inches or 8.5 by 11 inches. Please send a hard copy if the attachments cannot be read at this size.
6. Answer all questions on the application. If the question is not applicable to your site, write N/A.
7. Use the comment section in the application to provide additional information.
8. If sending electronically, email to CARA@spokanecounty.org
9. If sending by fax, send to (509)477-####
10. If mailing, print the completed application form and make a copy for your records. Mail the original with supporting documentation to:

Utilities Water Resources
1026 West Broadway Avenue
Public Works Building, 4th Floor
Spokane, Washington 99260

For questions on completing this form, contact Robert Lindsay (rlindsay@spokanecounty.org) or at (509)477-3604.

Part 1. General Information

1.1 Non-Residential Development Name and Location

Name of non-residential development project

Non-residential development address (if available)

Non-residential tax parcel number

1.2 Non-Residential Development Owner

Name of legal owner

Mailing address (includes state and zip code)

Daytime phone number

Email address

1.3 Name and Contact Information of Person Completing Form and Analysis

Authorized representative if different from owner

Mailing address (includes state and zip code)

Daytime phone number

Email address

Part 2. On-site Sanitary Wastewater Treatment/Disposal Information

2.1 Non-Residential Use

2.1.1 Describe the facility type, size, and use

Instruction: Provide a description of facility type (e.g., church, restaurant, fueling station, convenience store, etc.). Provide the size of the parcel (e.g., 10.2 acres) and size of proposed structures in square feet (e.g., 1,500-square-foot, single-story convenience store building). Include a scaled site map showing project features as an attachment to the application. Provide a brief description of the proposed improvements (this may be added as an attachment).

2.1.2 Describe the sources of sanitary wastewater generated

Instruction: Provide a description of the sources of sanitary wastewater to the on-site treatment system. For example, a church may have bathrooms with toilets, urinals, and sinks. The church may also have a kitchen with sinks and dishwashers. Sources of sanitary wastewater would be human waste associated

with bathrooms and food related waste associated with a kitchen. Part 2.2.1 addresses the volume of generated wastewater.

2.1.3 Attach a vicinity map with parcel and nearest water body and a site map or site drawing

Instruction: Two types of maps or drawings are necessary: a vicinity map and a plan view drawing of the non-residential development. The vicinity map should show the location of the parcel and include the closest surface water body and distance of the drain field to the nearest water body. The map should be scaled and contain a north arrow to show direction. Use reliable hydrologic information such as U.S. Geological Survey topographic maps. If necessary, contact Spokane County for assistance about the nearest surface water. The plan view drawing or map should show the general site layout with proposed improvements including the location of septic tank, drain field, buildings, and on-site wells. The drawing or map should be scaled and contain a north arrow to provide direction orientation.

2.2 Sanitary Wastewater Generation and Treatment

2.2.1 Daily average effluent volume: _____ gallons per day (gpd)

Provide justification for estimate

Instruction: Wastewater volume is the expected rate (gallons per day, gpd) of sanitary wastewater to be discharged on-site. The daily average can be based on monthly data (e.g., monthly meter reading) averaged daily for that month. The volume can be estimated based on the facility type, standard references, and/or additional supporting information. Values are available from a variety of sources (see Attachment B: CARA Technical Review, "Define Non-residential Sanitary Wastewater Characteristics" and "Non-residential Wastewater Characteristics" in the References section for tabular information).

2.2.2 Describe Sanitary Sewage Treatment Process

Instruction: Provide a general description of on-site sanitary wastewater system type (see WAC 246-272A, WAC 246-272B, and WAC 246-272C for descriptions of on-site systems). If the system includes nitrogen treatment design beyond a standard septic system, specify the percent nitrogen reduction and provide a reference.

2.2.3 On-site Treatment System Permitting Agency (check one)

- Spokane Regional Health District (up to 3,500 gpd)
- Washington State Department of Health (3,500 to 100,000 gpd)
- Washington Department of Ecology (greater than 100,000 gpd)

Part 3. Resource Information

3.1 Soil Information

3.1.1 Soil type (check one): 1 2 3 4 5 6 7 unknown

Instruction: Refer to WAC 246-272A-022 soil and site evaluation for procedures on classifying the soil type. Soil type evaluation is required as part of the on-site treatment system permitting process through Spokane Regional Health District or Washington Department of Health.

3.2 Groundwater and Surface Water Information

3.2.1 List all wells within 300 feet of parcel in the following table:

Type of Well P- private PB – public M – monitoring	Depth to surface aquifer (described as water bearing or saturated on well log) (feet)	Static Water Level (feet)

Instruction: If there are less than five wells within 300 feet, list wells within 1000 feet (maximum 5 wells). Start with the closest well to the project. If a well is drilled on-site for the project, include that information first. Attach and label well logs for all listed wells and include a map showing well locations. Some well logs provide well location by quarter/quarter sections only, and the exact well location is unknown. If this is the case, then mark the well location in the middle of the quarter/quarter section. This map can be a separate map or can be contained with the map in 2.1.3. Wells logs are available at the Department of Ecology’s website <http://apps.ecy.wa.gov/welllog/>

3.2.2 Has a well been drilled or will be drilled for the project?

yes no unknown

Instruction: If a well has been drilled, include the well log in the application package.

3.2.3 Has there been a high water study done on the project site to determine seasonally high groundwater?

yes no If yes, please provide a copy of the study.

3.2.4 List the nearest surface water to the parcel in the following table:

Water Body Name	Water Body Type ¹	Distance (feet) from drain field to Water Body	303(d) Listed?

¹ Types of surface water: stream, river, spring, lake, and irrigation ditch, and drain.

Instruction: Lists the nearest water bodies to the parcel and the distance between water body and the on-site drain field. Surface water includes streams (both perennial and ephemeral), rivers, springs, lakes and reservoirs. Surface water may also include irrigation ditches and drains if they carry water to a stream, river, or lake or reservoir. For determining 303(d) listed water bodies, consult the Washington Water Resource Inventory Area (WRIA) maps at <http://www.ecy.wa.gov/services/gis/maps/wria/wria.htm>

Part 4. CARA Spreadsheet Analysis (Level 1 or Level 2)

4.1 Hydraulic Loading, Nitrate, and Phosphorus Assessment

4.1.1 Level 1 Spreadsheet

Check one, based on results:

- Spreadsheet indicates that hydraulic, nitrate, and phosphorus loadings are “acceptable.” If acceptable, then complete Part 5 and submit application and supporting documentation to Spokane County.
- Spreadsheet indicates that (check):
 - hydraulic; nitrate; and/or phosphorus loadings have “restrictions”If there are restrictions, then either accept restrictions to sanitary wastewater discharge as identified in the CARA regulations or conduct Level 2 or Level 3 analysis.

Instruction: Complete the CARA Non-Residential On-Site Sanitary Wastewater Disposal Analysis spreadsheet (<http://www.spokanecounty.org/WQMP/content.aspx?c=2919>) (see document *Non-Residential On-Site Wastewater Treatment and Disposal Application and Evaluation for Moderate and High CARA Susceptibility Areas* for instructions on completing the spreadsheet).

4.1.2 Level 2 Spreadsheet

Provide details on all changes to default values for Level 2 evaluation (include attachments if necessary)

Check one, based on results:

- Spreadsheet indicates that hydraulic, nitrate, and phosphorus loadings are “acceptable”. If acceptable, then complete Part 5 and submit application and supporting documentation to Spokane County.
- Spreadsheet indicates that (check):
 - hydraulic; nitrate; and/or phosphorus loadings have “restrictions”If there a restriction is indicated, then either implement alternative disposal options to sanitary wastewater discharge as identified in the CARA regulations or conduct Level 3 analysis.

Instruction: Complete the *CARA Non-Residential On-Site Sanitary Wastewater Treatment and Disposal Analysis* spreadsheet for Level 2 by providing site specific information for total nitrogen, de-nitrification, or nitrate in precipitation as well as any changes to the spreadsheet input values (e.g., increase in drain field size to address phosphorus).

4.1.3 Level 3 Detailed Study

If your site does not meet the Level 1 and Level 2 “acceptable” criteria, you may conduct a Level 3 Detailed Study. See guidance for instructions for conducting Phase 3 analysis. Level 3 requires developing a work plan for Spokane County approval prior to initiating evaluation.

- Level 3 results indicate that hydraulic, nitrate, and phosphorus loadings are “acceptable.” If acceptable, then complete Part 5 and submit application and supporting documentation to Spokane County.
- Spreadsheet indicates that (check):
 - hydraulic; nitrate; and/or phosphorus loadings have “restrictions”If there is restriction, then you must implement alternative disposal options to sanitary wastewater discharge as identified in the CARA regulations.

Part 5. Certification

I certify under penalty of law that this document and all attachments, to the best of my knowledge and belief, are true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of a fine and/or revocation of the permit approval from Spokane County.

Printed name (owner or owner's agent)	Title	Date
---------------------------------------	-------	------

Signature (owner or owner's agent)