



Plumas County Public Health Agency

□ **Environmental Health-Quincy**
270 County Hosp. Rd. Ste. 127
Quincy, CA 95971
(530) 283-6355 (530) 283-6241 FAX

□ **Environmental Health - Chester**
Post Office Box 1194
Chester, CA 96020
(530) 258-2536 (530)258-2844 FAX

Mimi Khin Hall, MPH, CHES, Director

May 14, 2008

Dear Contractor—

This letter is to advise you of upcoming changes to the county's permit application process. Although this letter specifically addresses changes to the application process for well and septic permits, changes in state law, various building codes, and the contractor's state licensing board requirements will bring similar changes to most county-issued building and construction permits.

Specific changes for well and septic permits include the following:

- **Verification of California Contractors State Licensing Board Designation:** For water well installation, a Water Well "C-57" license is required. For septic system installation, either a General Engineering "A", Plumbing Contractor "C-36" or Sanitation System "C-42" license is required.
- **Owner and Contractor Signatures Required on Permit Applications:** All applications must be signed by both the property owner and the licensed contractor if one will be hired for the project. Letters of Authorization, including photocopies or facsimile copies will be accepted.
- **Workman's Compensation Insurance Affirmation:** Workman's Compensation Insurance Affirmation will be required on all permit applications. The acceptable methods to comply with this requirement include: Licensed Contractor Declaration; Owner-As-Employer/Builder Declaration; or Owner-As-Builder Exempt Declaration. One of these declarations must be made in order to submit a complete permit application.
- **New Septic System and Water Well Application Form:** The new water well and septic system permit application form incorporated these changes is enclosed.

The above changes, including processing permit applications on the new application form, will take effect on July 1, 2008. In the mean time, the One-Stop Permit Center will continue to accept applications submitted on the current form, so please feel free to exhaust your old supplies. The new application form that is attached will be the only form accepted after July 1.

While these changes may cause create more paperwork prior to application submittal, my goal is to ensure the permit process is as efficient and streamlined as possible. By submitting completed applications with all the required information up-front, applicants will decrease processing time and can proceed with their projects without unnecessary or unexpected delays.

If you have any questions or need any additional information, please do not hesitate to contact me in the Quincy office at 283-6355.

Thank you.

Sincerely,

Gerald Sipe
Plumas County Environmental Health

Cc: John Cunningham, Building Official