



# Clallam County Department of Health and Human Services

Environmental Health Services • Mailing Address: 111 E. 3rd Street • Port Angeles, WA 98362  
Physical Address: 223 E. 4th Street, Room 130 • Port Angeles, WA 98362  
Phone: 360-417-2258 • Fax: 360-417-2313

## SEPTIC SYSTEM LOCATE/INSPECTION INCENTIVE REQUEST September 1, 2019 through October 31, 2020

Complete sections 1-6 and submit request to Environmental Health Services. Rebates/grants are prioritized while funds last—**request does not guarantee payment**. Refer to **conditions and protocol** for eligibility and prioritization details.

**1. Contact Information**

Name(s) of property owner(s): \_\_\_\_\_

Mailing address (for check): \_\_\_\_\_

Email/Phone: \_\_\_\_\_

**2. Septic System Information**

Site address: \_\_\_\_\_

Parcel number: \_\_\_\_\_

**3. Work Completed**

Septic system “locate”       Complete septic inspection

**4. Required**      *Must check all. If unsure, contact Environmental Health for assistance.*

I have attached a receipt for the service performed.

Clallam County has my septic system locate drawing on file.

Clallam County has my system status report on file (permit system reads “reports current”).

The service was not performed for the sale of property, nor to obtain a building permit.

I have not previously received a rebate or grant from Clallam County Environmental Health during the current incentive round (September 1, 2019 through March 31, 2021).

**5. Request**      *Select either \$100 rebate or grant to cover cost of “locate” or inspection, if eligible.*

\$100 rebate for my septic system “locate” or inspection.

-OR-

I request a grant to cover the full cost of my septic system “locate” or inspection due to hardship.

Amount requested: \$ \_\_\_\_\_ (not to exceed attached receipt).

The septic system “locate” or inspection is a financial hardship for my family.\*

The septic system “locate” or inspection happened at my primary residence.\*

*\*Required*

**6. Declaration**

I have read all conditions/protocol and I declare under penalty of perjury that all my statements above are true and complete.

\_\_\_\_\_ (print name)      \_\_\_\_\_ (signature)      \_\_\_\_\_ (date)

**To be completed by EH Staff:**

Priority I—“unknown” OSS located

Priority II—“known” OSS, first inspection

Priority III—“known” OSS, previously inspected

Above information verified

Date received: \_\_\_\_\_

Approved by (initial): \_\_\_\_\_

Onsite Program 56254.49.0150

MRA → OSS NTA 0152 Task 4

MRA → LMP IMP Task 4

Environmental Health

## Conditions

1. Septic system must be located in Clallam County.
2. Once budgeted funds run out no further incentive requests (rebates or grants) will be filled.
3. Environmental Health must have a septic system locate drawing on file.
4. If a septic system locate is required, it must be an electronic locate performed by a qualified professional. “Witching” of systems will not be accepted.
5. Environmental Health must have a current system status report (septic inspection report) on file.
6. Service must be performed between September 1, 2019 and October 31, 2020.
7. Requests for rebates/grants must be submitted to Environmental Health on or before October 31, 2020.
8. Rebates/grants not intended for property sales.
9. Rebates/grants not intended for building permits.
10. Rebates/grants are intended for septic system “locate” or inspection services only and shall not pay for any modifications to any septic system such as (but not limited to) riser installation or septic system repair.
11. Septic tank pumping is not a complete inspection and is not eligible for incentives.
12. Receipts must clearly state type of service performed, total cost, and site address.
13. Reimbursements may not exceed total cost of service performed.
14. Rebates to eligible applicants will be in the amount of \$100 and will be reimbursed according to the published prioritization schedule.
15. Septic system owners may opt to apply for a grant (instead of a rebate) to cover the full cost of septic system “locate” or inspection. In addition to all other conditions, the following must be met in order to qualify:
  - a. Septic system in question must serve the owner’s primary residence;
  - b. Septic system owner must declare that complying with septic system “locate” or inspection requirements constitutes a financial hardship for the family.
16. It is understood that septic system operation and maintenance—including regular inspections—are the responsibility of property owners. Incentives in the form of rebates and grants are only made available as funding allows. It is up to septic system owners to comply with County code and State law regardless of whether funding for incentives is available.
17. One incentive or rebate allowed per household this incentive round (September 1, 2019 through March 1, 2021). “Household” is understood to mean the economic institution of a group of people living and making decisions together in a single dwelling.

**NOTE: If you have additional questions, or if you’re unsure of eligibility, please contact Clallam County Environmental Health at 360-417-2258 or [EnviroHealth@co.clallam.wa.us](mailto:EnviroHealth@co.clallam.wa.us). Find other resources at [www.clallam.net/septic](http://www.clallam.net/septic).**



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## SEPTIC LOCATE/INSPECTION INCENTIVE PROTOCOL

- WHAT:** REBATES/GRANTS (INCENTIVES) FOR SEPTIC SYSTEM “LOCATE” OR INSPECTION.
- WHEN:** SERVICE PERFORMED BETWEEN SEPTEMBER 1, 2019 AND OCTOBER 31, 2020.
- WHERE:** COUNTYWIDE WITH EMPHASIS ON MARINE RECOVERY AREA (EASTERN CLALLAM COUNTY).
- HOW:** REQUEST REBATE OR GRANT FROM CLALLAM COUNTY ENVIRONMENTAL HEALTH FOR SEPTIC OPERATION AND MAINTENANCE SERVICE PERFORMED BY A LICENSED PROVIDER.
- WHO:** SEPTIC SYSTEM OWNERS IN CLALLAM COUNTY. FINANCIAL HARDSHIP CONSIDERED.
- CONTACT:** [EnviroHealth@co.clallam.wa.us](mailto:EnviroHealth@co.clallam.wa.us)  
360-417-2258
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### Incentive Amount

- \$100 rebate for professional “locate” or inspection of high-priority septic systems Countywide.
- Grant equal to the full amount of professional “locate” or inspection of high-priority septic systems in Clallam County where owners declare financial hardship.

### Background

Property owners in Washington State are required to regularly inspect and maintain septic systems to ensure proper wastewater treatment and prevent failures. Clallam County Environmental Health is tasked with making sure all septic systems in Clallam County are documented, inspected regularly, and repaired if needed. Conventional gravity septic systems require an inspection every three years. Septic systems with other technologies need annual inspections. For more information refer to State law ([WAC 246-272A-0270](#)) and County code ([CCC 41.20.170](#)). Clallam County Environmental Health occasionally receives grants to make incentives available that help property owners comply with the law.

## **Purpose**

There are over 20,000 septic systems in Clallam County. When septic systems fail they may pollute water and threaten public health. Regular inspections and maintenance can prevent costly septic system failures. Most of our septic systems are located in the County's designated [Marine Recovery Area \(MRA\)](#). Here, failing septic systems have likely contributed to water pollution and closed shellfish harvest areas. Water quality is improving with better septic system management.

Clallam County Environmental Health makes rebates and grants available to property owners as funding allows. Such assistance is intended to encourage regular inspections and maintenance of septic systems most likely to impact public health and water quality, including septic systems without record drawings, with no history of inspections, and located within the Marine Recovery Area. Consideration is also given to families for whom septic system operation and maintenance is a financial hardship.

Septic system operation and maintenance incentives are not intended to pay for repair or replacement of failing septic systems. Various outside agencies exist to provide financial assistance to families in need of septic system repair or replacement. Contact Environmental Health for details.

## **Procedure for Requesting Rebate or Grant**

1. Septic system owner must submit a completed, signed rebate/grant request form along with a copy of the receipt for work performed to Clallam County Environmental Health. Contact Environmental Health for a rebate request form or download from [www.clallam.net/septic](http://www.clallam.net/septic).
2. Deliver all documentation to Environmental Health staff at the counter (Room 130) in the Clallam County Courthouse, or mail to:

Clallam County Environmental Health  
Septic System Operation and Maintenance Incentives  
111 East 3<sup>rd</sup> Street  
Port Angeles, WA 98362

3. Clallam County Environmental Health will rank requests according to the prioritization schedule below and remit rebates/grants filling the highest priority requests first. In the case where two requests are of equal priority, requests will be filled on a first come, first served basis.

## **Rebate/Grant Request Priority Schedule**

### **Priority I – No septic system permit or record drawing**

Locating “unknown” or “suspected” septic systems is a key component of Clallam County’s Onsite Sewage System Management Plan. State law also directs Clallam County to maintain a database of all septic systems in the County along with associated permits, record drawings, and system status reports. About 230 “unknown” septic systems remain in the Marine Recovery Area while about 1,200 “unknown” systems remain Countywide. Rebate or grant requests for septic system “locate” with complete inspection will be treated with the highest priority, provided all other eligibility requirements are met.

### **Priority II – Septic system known but no history of inspections**

Regular septic system inspections are the best way to prevent costly failures, protect public health, and safeguard the environment. Known septic systems with accurate record drawings but no history of inspections are a high priority for compliance efforts. Inspection and maintenance of these septic systems should prolong their useful life and help owners avoid the cost of repair or replacement.

### **Priority III – Well-documented septic system with prior inspection(s) and status “not current”**

Septic systems that have adequate record drawings and have had at least one prior inspection are considered lower risk than septic systems that are “unknown” or have never had a thorough inspection. These septic systems will be considered for financial incentives only after Priority I and Priority II septic systems have been considered. Septic system owners are expected to inspect and maintain their septic systems regardless of whether financial incentives are available.

### **Financial hardship grants**

In most instances, septic system “locates” and professional inspections meeting eligibility requirements will be reimbursed with \$100 rebates following the prioritization schedule above.

In instances where septic system owners 1) declare financial hardship and 2) use the dwelling served by the septic system as a primary residence, they may opt to apply for a grant (instead of the \$100 rebate) to pay for the cost of septic system locate or septic inspection. All conditions must be met for full reimbursement.

In no case will septic system operation and maintenance incentives pay for modifications to any septic system. This may include (but is not limited to) the repair or replacement of a failing septic system. Various outside agencies exist to help homeowners overcome financial barriers to the repair or replacement of failing septic systems. Contact Environmental Health for details.

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