

## Important Note

Please be advised that, in accordance with Island County Code 8.07D.070(A), Chapter 18.210 RCW, WAC 196-32-007, and WAC 196-32-030 (7), Island County Public Health does not offer on-site wastewater design services to the public. For any questions related to feasibility, design, or future development plans and proposals, please contact a licensed onsite wastewater treatment systems designer or professional engineer with wastewater expertise.

## Helpful Resources

To find septic professionals licensed in Island County scan the QR Code below:



<https://www.islandcountywa.gov/678/Hiring-a-Professional-Industry-Contact>



ICGeoMap is an online mapping tool that can help you identify features on or near your parcel. It can be helpful to know if your proposed septic components will be near critical areas. This can help you expect if extra permitting will be required.

See the section titled "Additional Permitting/Requirements" for more information. Search "Island County ICGeoMap" in your preferred online search engine to locate this tool.



## Contact Us

Have questions about on-site sewage?  
Ready to permit your new septic system?

Visit:

Island County Public Health  
On-site Sewage Systems



(360) 679-7350



Onsite@IslandCountyWA.gov



Island County Public Health  
1 NE 6th Street  
Coupeville, WA. 98239  
(360) 679-7350



Scan the QR  
Code for our  
website.



SCAN HERE

[www.islandcountywa.gov/190/Onsite-Sewage-Septic-Systems](https://www.islandcountywa.gov/190/Onsite-Sewage-Septic-Systems)



# Island County Septic System Permitting Process

Get to know the process of permitting septic systems within Island County!  
Where do you start, and what is the process?



**Environmental Health  
Island County Public Health**



## Meet Your Service Professionals

From design and construction to maintenance and repairs, septic professionals are here to help. You will need to become familiar with whom to contact and when.



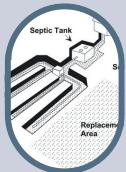
### Maintenance Service Providers (MSPs)

Are licensed to perform required routine septic system inspections. They can help you troubleshoot septic issues and advise when your tank needs to be pumped.



### Septic Tank Pumpers

Are licensed to remove tank contents. Call a septic pumper when your septic system is due for pumping.



### Septic Designers

Evaluate site locations and design new systems, alterations, and repairs. Call a designer **first** when your septic system needs alterations or repairs.



### Septic Installers

Are licensed to install permitted onsite sewage system designs, repairs, and alterations.



### Island County Sanitarian

Reviews and approves permits to ensure compliance with county and state codes. They also perform inspections to check that systems are installed correctly.

## First Steps

When purchasing a lot, contacting a septic designer can be a big help. These professionals can identify if the lot you want to buy can support your goals.

## Onsite Permitting Process

### 1 SITE REGISTRATION

Your licensed septic designer will meet with an Island County sanitarian at your lot. Test pits will be dug to identify the soil type(s) present and assess site feasibility. Not all sites can support a septic system.

### 2 SEPTIC PERMIT

Your designer will submit the permit application to Island County Public Health. An Island County sanitarian will review it for compliance with codes, and it may also be sent to other county departments for additional permitting. Once approved, you'll receive a copy of the permit.

### 3 INSTALLATION

Hire a licensed septic installer in Island County to carry out the installation. They must formally notify the county of their intent to install via a "Start Card" before the permit expires.

### 4 FINAL INSPECTION & AS-BUILT

Your septic professional will schedule a final inspection to ensure everything is installed and functioning as designed. Your septic professional will then submit a record drawing called an "As-built" to record where your components are located.



## Drinking Water

You can't have a septic system without an approved water source. The applicant needs to prove access to drinking water before we can issue a septic permit. This could look like an individual well on your lot or a connection to a 2-party, Group B, or Group A water system. For more information, contact the Island County Drinking Water Program.

[DrinkingWater@IslandCountyWA.Gov](mailto:DrinkingWater@IslandCountyWA.Gov)

## Additional Permitting/Requirements

Once you submit your septic permit, it may be identified that you need extra permitting. Below are some of the most common permits other departments may request.

### Planning Department

If your parcel is near the shoreline, you may need a:

- Shoreline Exemption (SHE) permit
- Shoreline Variance (S-VAR) permit

If your parcel is near wetlands, streams, or lakes, you may need a:

- Reasonable Use Determination (RUD) Permit
- Wetland Report

### Public Works Department

For parcels in Critical Drainage Areas (CDAs) or near steep slopes/bluffs, you may need a:

- Clearing and Grading Permit
- Stormwater Management Plan
- Geotechnical Report

### Department of Archaeological & Historic Preservation (DAHP)

If your parcel is in an archaeological buffer zone, the project proposal will be sent to the Washington State Department of Archaeology & Historic Preservation. They may require:

- Site survey by an archaeologist
- Monitoring Permit