



Alameda County Department of Environmental Health, OWTS Program

1131 Harbor Bay Pkwy, Alameda, CA 94502

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Service Request Application Supplemental Tables

Table 6: OWTS Abandonment Permit Issuance Process (MINIMUM FEE: \$433¹)

STEPS	OWNER SUBMITTALS/REQUIREMENTS	ACDEH REGULATORY OVERSIGHT STEPS
APPLICATION PROCESSING ² APPLICATION FEE: \$145	MINIMUM SUBMITTALS/ REQUIREMENTS	MINIMUM OVERSIGHT STEPS
	Submit a Completed SRA , Fees and Supporting Documents to ACDEH	SRA & Fee Processing & Completeness Review (1.0 hr)
OWTS ABANDONMENT PERMIT MINIMUM FEES: \$433	MINIMUM SUBMITTALS	MINIMUM OVERSIGHT STEPS
	Review Case Files at ACDEH	File Review (0.5 hr)
	Obtain OWTS Abandonment Permit	OWTS Abandonment Permit Issuance (0.5 hr)
	Notify ACDEH of Tank Abandonment	OWTS Tank Abandonment Observation (Optional)
	Submit OWTS Abandonment Report	OWTS Abandonment Report Review (0.5 hr)
	Submit Sewer Connection Report -or- Submit Owner Affidavit - Sewer Connection Upon Development	Sewer Connection Report Review -or- Owner Affidavit - Sewer Connection Upon Development Review
	Obtain OWTS Tank Abandonment Final Approval	OWTS Tank Abandonment Final Approval (1.0 hr)
INTERAGENCY COORDINATION ADDITIONAL FEES	ADDITIONAL SUBMITTALS (AS APPLICABLE)	ADDITIONAL OVERSIGHT STEPS (AS APPLICABLE)
		Local Building Department Final Occupancy Certificate Coordination
		Other Regulatory Agency Sign-off Coordination

¹ Minimum fees do not include \$145 Application Processing Fee

² **All Service Request Applications are subject to a 10-business day processing period before being placed in ACDEH's permitting queue**