

ONSITE SEPTIC SYSTEM PROGRAM UPDATES

NEWSLETTER



Fall Edition

October 31st, 2025

END OF SEASON

WINTER SEASON will be upon us in a few weeks or sooner. Please be advised that our office may not be able to conduct all septic system inspections.

Field inspections requested by installers, complainants, and/or clients during adverse weather conditions will be evaluated on a case by case basis.

The two (2) primary factors that contribute to delaying or denying inspection requests are safety conditions and field conditions.

SAFETY CONDITIONS

Adverse weather conditions combined with remote destinations, high elevations, and unpaved roads pose a serious safety issue to Environmental Health Inspectors travelling to these sites.

Current vehicles are not properly equipped to reasonably access these inspection sites during adverse weather conditions.

Remote areas are of particular concern due to the lack of mobile service in these areas.

The safety of our inspectors is a primary responsibility of Chelan-Douglas Health District and should be prioritized during adverse weather conditions.

FIELD CONDITIONS

Approving septic system installations during or after adverse weather conditions places an increased liability on Chelan-Douglas Health District for the following reasons (based on the Onsite Wastewater Treatment Systems Manual (EPA) :

Construction (installation) Practices

- Soil porosity is a critical factor in determining the satisfactory performance of an onsite septic system. Adverse weather conditions creates an excessive amount of moisture to the surface as well as raises ground water tables. Any work conducted in this environment results in compacting of soils in and around the designated septic system area and drainfield reserve area.
- Site preparation activities during or after adverse weather conditions results in further degradation of the soils surrounding approved septic system areas with compaction and smearing.

Excavation Activities

- Excavation and trenching activities during or after adverse weather conditions cause severe reduction in soil porosity and permeability. Compaction and smearing of the infiltrative surface occur from equipment traffic and vibration, scraping actions of the equipment. Compaction and smearing of the infiltrative surface seriously reduces the effectiveness of the installed septic system thus resulting in failed inspections and requiring new septic system designs and installations.
- Cover material for open trenches, septic systems are not adequately protected during or after adverse weather conditions. Cover material shall be loose, dry soils. Heavily saturated cover soils diminish the effectiveness of the installed drainfield.

Over the last year our issued septic permits and approved designs indicate the Soil Type and specify if the system may be installed in wet soils. These system installs are limited to sandy, gravelly soils (Soil Types 1, 2, and 3).

Soil Types designated as silt loams, sandy loams, or clay loams are not permitted to be installed in wet soils for reasons listed above. These soil types are designated as 4, 5, and 6 and should be indicated on your permit and approved design.

WINTER SEPTIC INSPECTION ALTERNATIVES

If Chelan-Douglas Health District cannot conduct a final septic inspection prior to cover:

1. Take photos of septic tank inlet and outlet, dose tank inlet and outlet (if applicable) and drainfield (trenches, bed, & drip system). Notify health district prior to cover and provide the photos via email to Onsite staff. If pressurized system, we can arrange on a later date to complete the pressure test.
2. Contact Licensed Designer for final inspection – Licensed Designers are approved to conduct final inspections.

Please submit all inspection requests to our dedicated email listed below. This ensures your inspection request has been received. This email is checked often on a daily basis. Requests should be 48 hours in advance to provide inspectors time for scheduling.

inspections@cdhd.wa.gov

Please feel free to upload a completed [As-built Form & Drawing](#) with the inspection request. I have asked our inspectors to request the As-built Form & Drawing prior to conducting our final inspection.

Please refrain from and advise clients not to request inspections through the SmartGov Portal as inspectors are not tracking these requests.

If you do not receive a response within 24 hours, please contact our Program Assistant – Susan Baker at 509-886-6421 or email her at susan.baker@cdhd.wa.gov. You may also contact us at our general contact information: ehsupport@cdhd.wa.gov or 509-886-6400.

TRAINING OPPORTUNITIES

CDHD hosted three courses with exam certification with WOSSA, Washington On-Site Sewage Association over the last 6 months. WOSSA – Basics of Installation Course and Exam on April 2nd & 3rd and again on October 2nd & 3rd. Also offered was O&M A-Z Troubleshooting Basics and O&M Level 2 Exam on October 1st. Completion of the Installer's Basic course and successfully passing the exam through WOSSA are required to become licensed as an Installer for Chelan & Douglas Counties.

Additionally, for next renewal cycle all existing Licensed O&M Service Providers will be required to complete the O&M Basics course and successfully pass the O&M Level 2 Exam to be re-certified.

Please reference the WOSSA site for the courses listed above and any additional courses: [In-Person Training - Washington On-Site Sewage Association \(wossa.org\)](http://wossa.org).

If there is large interest in a certain topic or training, please let us know and we can work with WOSSA to arrange a class locally in our counties.

The WOSSA annual convention is set for January!

SEPTIC-CON

For more information, please visit the website
[SEPTIC-CON - Washington On-Site Sewage Association \(wossa.org\)](https://www.wossa.org)

DATE
January 23 & 24, 2026
TIME
8:00am-4:50pm
LOCATION
WSU Puyallup-
WOSSA Training Center
2606 W Pioneer Ave, Bldg 1045
Puyallup, WA 98371
CEUs
8 credit hours

WAC 246-272A Revision became effective April 1st of 2025

Please reference the Washington DOH summary of key changes:
[On-site Sewage System Rule Revision | Washington State Department of Health](#)

To reference the full code (WAC 246-272A):
<https://app.leg.wa.gov/WACdefault.aspx?cite=246-272A&full=true>

After nearly 7 months, few issues have been encountered with the revision. The nitrogen calculation has been implemented on only a handful of designs, and those that exceeded the nitrogen limits, a waiver is available if the exceeded nitrogen limit was the only waiver required for approval.

Local CDHD Code Revision

The CDHD Board of Health district successfully passed our local code update for Ch. 4.20 Onsite Sewage Disposal Systems in June of this year. Many of the changes were linked to the WAC 246-272A revisions but implemented a few additional changes to strengthen the On-site Program.

Key changes are as follows:

- Reserve area must be at least 5' from primary drainfield.
- Minimum of two (2) test pits required for new construction projects.
- Gravity drainfields must have minimum depth of 18" below native grade.
- Minimum design flow for one additional dwelling unit served by the same OSS is 120 gallons per bedroom or per building connection. Detached shops or garages with only a toilet and sink are exempt from this provision.

OUR INSPECTOR COVERAGE AREAS AND INSPECTION SCHEDULES ARE AS FOLLOWS:



RICHMOND PETTY
REHS (ONSITE PROGRAM SUPERVISOR)

EMAIL: richmond.petty@cdhd.wa.gov
OFFICE: 509-886-6432
WORK CELL: 509-881-7804

Leavenworth Area
1. Chumstick Area
2. Dryden
3. Lake Wenatchee
4. Leavenworth
5. Peshastin
6. Plain

INSPECTION DAYS
Mondays & Wednesdays

South Chelan County
South/East Douglas County Areas

1. Cashmere
2. East Wenatchee-Douglas County
3. Malaga
4. Monitor
5. Palisades-Douglas County
6. Remote Douglas County
 - Banks Lake, Grand Coulee, Manfield, Rimrock Meadows, Withrow
7. Rock Island-Douglas County
8. Squilchuck Area
9. Sunnyslope Area
10. Waterville-Douglas County
11. Wenatchee

INSPECTION DAYS
Tuesday & Thursdays



JUANITA GARIBAY
REHS

EMAIL: juanita.garibayortiz@cdhd.wa.gov
OFFICE: 509-886-6467
WORK CELL: 509-433-5398



INSPECTION DAYS
Tuesdays & Thursdays

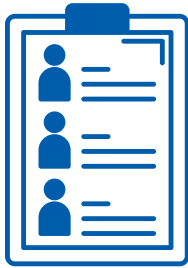
DOMINICK CIMMIYOTTI
EHS I
EMAIL: dominick.cimmiyotti@cdhd.wa.gov
OFFICE: 509-886-6464
WORK CELL: 509-683-6652

North Chelan County
North Douglas County Areas

1. Ardenvoir
2. Beebe Bridge Area-Douglas County
3. Brewster
4. Bridgeport-Douglas County
5. Chelan
6. Chelan Falls
7. Chelan-Lake Rd Area
8. Chelan-Navarre Coulee Area
9. Entiat
10. Manson
11. Orondo-Douglas County

ALWAYS WORKING FOR A SAFER AND HEALTHIER COMMUNITY

INSTALLER'S, O&M PROVIDERS, AND SEPTIC PUMPERS LISTS UPDATED



Our annual renewal period ended 9/30/2025.

We have updated our Service Provider Lists and will be posted on our website soon at [Service Providers & Licensed Designers](#).

Next update will occur in the Spring.

SMARTGOV GUIDES FOR REFERENCE

CDHD has completed their 2nd summer season with our operating system, SmartGov. We have recently added a video to help client create an account through SmartGov ([SmartGov](#))

To assist clients and for those who wish to apply for their clients, I have included two (2) guides – setting up an account and how to pay online using your access code.

Please see guides attached.

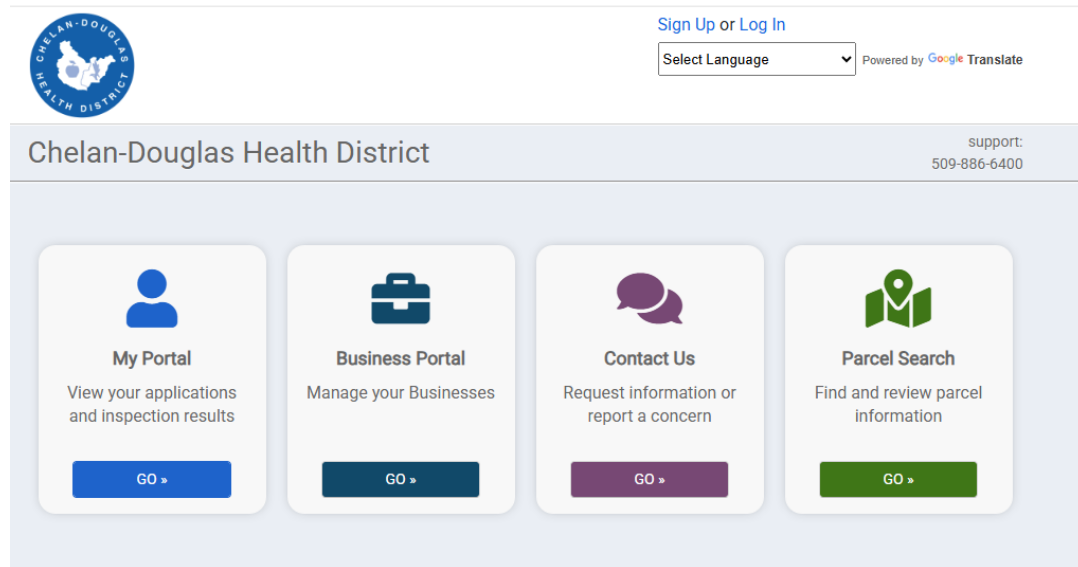
Thank you,

Richmond Petty



Creating a User Account in SmartGov:

- 1.) Go to SmartGov homepage: [SmartGov](#)
- 2.) Click on Sign up and choose your preferred language to create your account.



- 3.) Enter all information that is being requested to create your account. (*Keep this login information in a safe place for future use*). Then click the blue “NEXT” button.

The screenshot shows the 'Create a Portal Account' form. At the top, there is a progress bar with three steps: '1 Account' (active), '2 Contact', and '3 Review'. The form itself has a title 'Create a Portal Account' and a link for existing users to 'Sign In'. It contains three input fields for 'Email Address', 'Password', and 'Confirm Password', each with a red eye icon and a validation message. Below these is an 'Access Code' section with a 'Code' input field and a note about its purpose. At the bottom are 'CANCEL' and 'NEXT →' buttons.

- 4.) Enter necessary information and click on the blue “NEXT” button.

1 Account
2 Contact
3 Review

Your Contact Information

First Name *
Last Name *
Display Name *

Address *
City *
State *
Zip Code *

Phone # *
Phone Type *

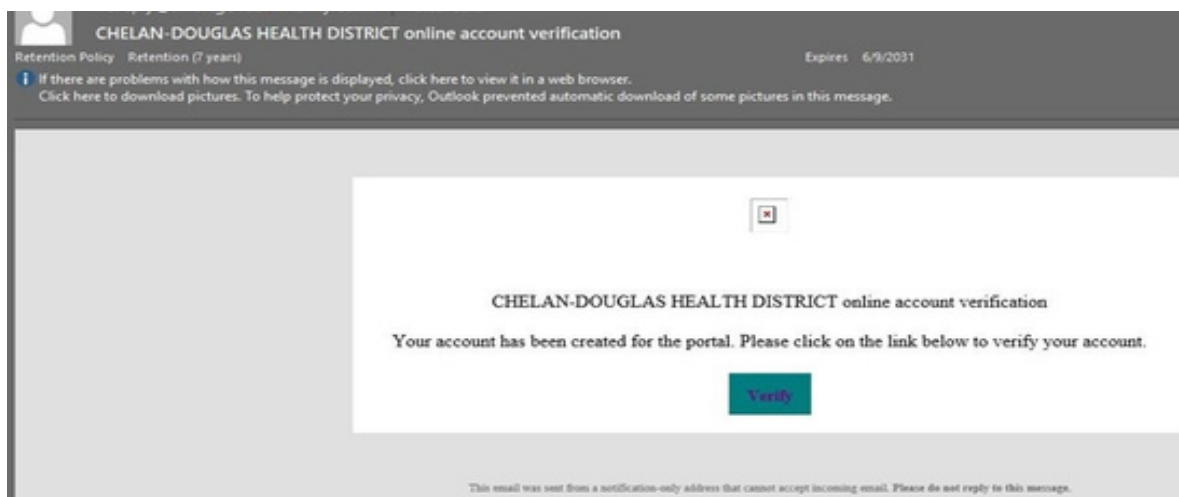
PREVIOUS
NEXT

5.) Review your information for accuracy. Then check off the box to the “[Terms and Conditions](#)” and click on the blue box “Create My Account”.

☐ I agree to the [Terms And Conditions](#)

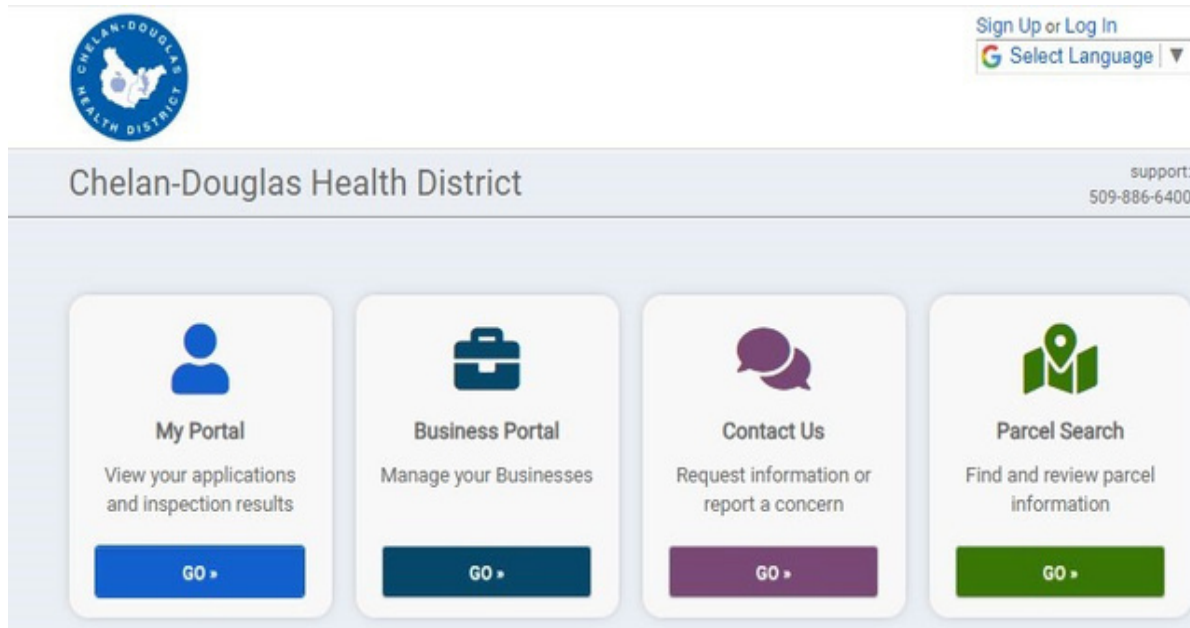
✓ CREATE MY ACCOUNT

You only have 30 minutes to verify your SmartGov account. Please log into your email and verify account. An example of the email notification is down below:

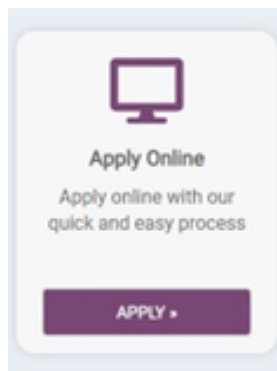


You have created your User account in SmartGov, now it is time to log into your user account through SmartGov. You will be able to apply for your permit.

6.) You will be directed and automatically logged into your account within the SmartGov system. Choose your preferred language and click on "My Portal".



A new window will open, and it will have the option to "apply" for your application.



If you have food questions, please contact us at **509-886-6400** or email us at food@cdhd.wa.gov.

If you have On-site Septic questions, please contact us at **509-886-6400** or email us at ehsupport@cdhd.wa.gov.

How to Pay Online Using Access Code:

Please log into your SmartGov user account and try to pay using the access code.

Once in your account, click on My Account, you will see an access code link. Click on this and enter the access code.

My Account

Email: susan.baker@cdhd.wa.gov  [Manage Email Notifications](#)

 [edit](#)

Password: Updated 1 year ago.

 [edit](#)

Contact: Baker, Susan
200 Valley Mall Parkway
East Wenatchee, WA 98802
P: 509-886-6421

 [edit](#)

[Payment History](#) [Access Code](#)