



*County of Lassen*  
Department of Planning and Building Services

• Planning • Building • Environmental Health • Code Enforcement • Surveyor • Surface Mining

Maurice L. Anderson, *Director*  
707 Nevada Street, Suite 5  
Susanville, CA 96130-3912  
Phone: 530 251-8269  
Fax: 530 251-8373  
email: landuse@co.lassen.ca.us  
website: www.co.lassen.ca.us

Zoning & Building  
Inspection Requests  
Phone: 530 257-5263

Environmental Health  
Messages: 530 251-8528  
email: EHE@co.lassen.ca.us

May 25, 2023

TO: Contractors, engineers, surveyors and interested public  
within Lassen County

FROM: Maurice L. Anderson, Director

SUBJECT: Revised well and onsite sewage disposal application, flood plain considerations for  
such applications and other pertinent information

The intent of this memorandum is to introduce the attached revised "Application for Sewage Disposal Permit" and "Application for Construction, Repair, Modification, and Destruction of Wells" and provide other information pertinent to these types of applications. These applications are effective as of June 14, 2023.

As you are aware, Environmental Health is now a Division of the Planning and Building Services Department. As such, review for these types of applications has now been combined into one application to make the process easier and less burdensome for applicants. In summary, one application can be submitted to the Department versus what was previously two separate processes. The information required to submit an application is similar to the information that was previously required; however, if there are questions please contact the Manager of the Environmental Health Division, Sara Chandler, by phone at (530) 251-8269, or at the Department's public assistance counter or by email at [EHE@co.lassen.ca.us](mailto:EHE@co.lassen.ca.us)

A Well Drilling Contractor (C-57) may submit an application and drill a well. However, in some cases (see "Flood Plain Considerations" below), agricultural wells below the Base Flood Elevation require certification from a licensed civil engineer that the well is properly "flood proofed."

An onsite sewage disposal system may be designed and installed by a Licensed General Engineering Contractor (Class A), General Building Contractor (Class B), Sanitation System Contractor (Specialty Class C42), or Plumbing Contractor (Specialty Class C-36). However, if the system is an engineered system located in a flood zone it must be designed by a licensed civil engineer and cannot be installed by an owner-builder (see Flood Plain Considerations below).

The Local Area Management Program (LAMP) contains more detailed information regarding well and onsite sewage disposal requirements. The LAMP is available at the following URL, found on the Environmental Health Division portion of the County website:

<https://www.lassencounty.org/dept/environmental-health/environmental-health>

## **OTHER INFORMATION PERTINENT TO WELL and ONSITE SEWAGE DISPOSAL APPLICATIONS:**

### ***Flood Plain Considerations:***

Installation of an onsite waste disposal system and/or a private water well within a Federal Emergency Management Agency (FEMA) designated flood zone is strongly discouraged. Any such applications must meet the requirements of Chapter 12.26 (Flood Damage Prevention). An application in a flood zone must be approved by the Flood Plain Administrator (Building Official Mike Johnson) or designated staff prior to issuance of a permit. When constructing on or near a flood plain, it is recommended that you consult with appropriate Department staff prior to submittal of an application.

Any proposed construction of an onsite waste disposal system in a flood plain requires submittal and approval of engineered plans for a flood damage resistant system, prepared by a licensed civil engineer. This engineered system must then be installed in accordance with said design by a licensed professional contractor (a property owner cannot install an engineered system). A Flood Elevation Certificate, prepared by a licensed professional (e.g. licensed engineer, licensed land surveyor, or licensed architect) and the engineered design must be submitted with the application. In addition, after construction, a second Flood Elevation Certificate is required to show that the engineered system was constructed above the Base Flood Elevation.

If the water well is for agricultural purposes only, then the Flood Elevation Certificate requirement may be waived by the Department if the well is properly flood proofed. In accordance with Section 12.26.060 of County Code, this waiver will require certification from a licensed engineer that the well design is properly flood proofed. Further, at the inspection, the well driller must demonstrate to the inspector that the well has been constructed in accordance with said design and is watertight.

Please note that, even if a well is flood proofed, a well located within a flood zone would not be able to be converted to domestic use unless it is later modified so that the casing terminates above the Base Flood Elevation and a Flood Elevation Certificate demonstrating such is provided.

### ***Legal Parcel Determination:***

Lassen County is prohibited by Subdivision Map Act (SMA) section 66499.34 and County Code section 12.24.025 from issuing any permit (including a well or onsite sewage disposal permit) to a parcel that was not created in compliance with the SMA. In summary, a parcel is usually found to be legal if it was created through recordation of a parcel map, subdivision map, lot line adjustment or other process consistent with the SMA. A parcel is also typically found to be legal if it was described in its current form in a deed that was conveyed before March 4, 1972, but there can be complicating factors where a parcel is still not legal despite having been conveyed prior to March 4, 1972.

If necessary, the Lassen County Surveyor will conduct a limited investigation into legal parcel status. That said, without written approval from the property owner (not an agent or contractor), the County Surveyor will generally not conduct an extended investigation into the legal status of the parcel if said investigation could result in recordation of a Notice of Violation (per SMA section 66499.36 and



County Code section 16.48.040). Only the property owner can provide this authorization for extended investigation, as recordation of a Notice of Violation has legal consequences that the owner should be aware of. If it is determined that the subject parcel was not legally created, staff will discuss the process for correcting SMA violations.

***Assignment of a Physical Address:***

The Lassen County Surveyor is responsible for assigning a physical address if one has not yet been assigned to the subject parcel. The Lassen County Surveyor's Office is located in the Department of Planning and Building Services (see the contact information provided on the letterhead of this memorandum).

MLA:gfn  
Enclosures

cc: Planning and Building Services Department staff  
Posted on Planning and Building Services Department website

x/pla/admin/files/1400/01/well septic process