

Large On-site Sewage System (LOSS) RENEWAL PROCESS Flowchart



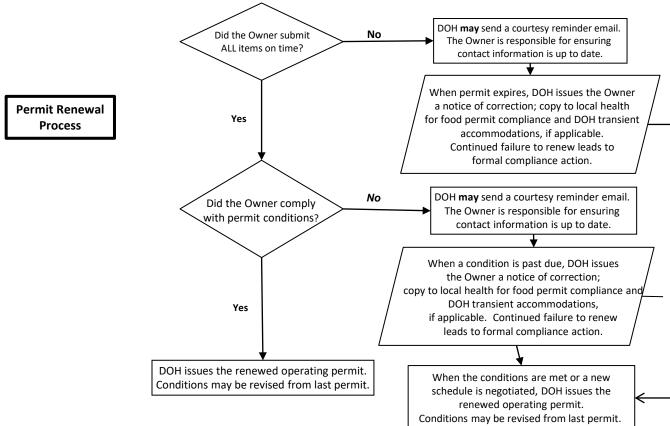
LOSS Owner's qualified operator performs O&M during the permit year and documents activities for the annual report. If there are **permit conditions**, they must be met.

DOH Sends Renewal Packet to Owner **75 days** before a permit expires DOH sends the LOSS Owner a permit renewal packet by email which includes:

- Directions with a due date (30 days before the permit expires) for returning items;
- Renewal application (with information about the LOSS);
- · 12-month O&M report form; and
- Invoice for operating permit fee, based on approved design flow.

Owner Returns Renewal Packet 30 days before the permit expires, the Owner submits the renewal packet, including:

- 1. Renewal application, with any changes & signature;
- 2. Signed 12-month report of flows, O&M activities, problems encountered and fixed;
- 3. Operating permit fee, including bottom portion of the invoice if paying by mail; and
- 4. Additional submittals if required in the expiring permit, such as monitoring results.



To request this document in another format, call 1-800-525-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay) or email doh.information@doh.wa.gov.

DOH 337-113 REVISED June 2024