

Procedure for the Repair, Replacement, Substitution or Addition of an I/A Unit or Model

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This Innovative/Alternative (I/A) unit procedure was developed to identify when a repair, replacement, substitution or an installation of an I/A unit requires a permit. When noted below that a permit or permit amendment is required, the landowner shall submit an application prior to construction, replacing or substituting a unit.

Minor Repairs: Minor repairs, such as routine service and maintenance items that are not affecting the proper functioning of the unit, are noted on the Field Inspection and Maintenance Report that is attached to the inspection report coversheet and sent to the Division. A minor repair to a unit will not require a permit.

Major Repairs – Major repairs involve a unit that is failed or not complying with the effluent quality specified in the permit or I/A Approval letter. The landowner, Vendor approved Service Provider or licensed Designer on behalf of the landowner must immediately notify the appropriate Regional Office if an existing I/A unit is not functioning to meet vendor requirements, the I/A Approval letter or permit, or the unit is structurally compromised and requires repairs. Notification needs to include the Vendor, their approved Service Provider, or Designer inspection report of the I/A unit that identifies the problem(s); necessary repairs; and time frames for completing the repairs. Follow-up reports shall be submitted upon completion of the repairs including verification the effluent quality meets 30mg/L BOD5 and or 30 mg/L TSS; the unit is operational; and the unit meets vendor requirements. If the unit cannot be repaired and must be replaced, the landowner shall follow the procedure for **Replacement of a Previously Installed I/A Unit**.

Replacement of a Previously Installed I/A Unit – If the project has a permit and the project was completed according to the permit conditions, an I/A unit that was approved by the project permit may be installed without receiving an amended permit. The conditions of the permit for the project and conditions of the I/A approval letter must be complied with including having a Designer provide an installation certification, start-up inspection, and 6-month inspection. When an I/A unit will be replaced on a project that is not the same make and model number approved by the permit or replacement of an I/A unit for a project that did not have a permit, a permit will be required prior to installing the unit. The application will be classified as a minor amendment, minor project, or a new application with the fee based on the project design flow. Classification and fee will depend on whether or not there is a prior permit for the wastewater system and the scope of work. If the application is to replace a failed unit, the Designer shall evaluate the entire wastewater system including the leachfield to confirm the system was not compromised.

Substitution of a Permitted I/A Unit Prior to Installation – If the landowner has a permit to install a particular unit and decides to substitute a different unit or model than was permitted, the landowner needs to submit an application and receive a permit prior to installing a different unit. This type of application typically will be a Minor Amendment.

Permitted I/A Unit No Longer Available – If the I/A unit is not available at the time of installation, the landowner needs to submit an application and receive a permit prior to installing a different unit. This type of application typically will be a Minor Project.

Adding an I/A unit to an Existing System - The landowner will need to file an application prior to installing an I/A unit. A designer will need to show the existing system complies with the technical standards of the Rules including there is the proper vertical separation between the bottom of the existing leachfield and the limiting soil condition or induced groundwater elevation and the system uses pressure distribution. This type project will be a new Application and the fee based on the project design flow.

See the Wastewater System and Potable Water Supply Permit Application Fee Guidance document for more details on when a project meets the Minor Amendment, Minor Project or Full Application definitions and fees.