



City of Atascadero

COMMUNITY DEVELOPMENT

PUBLIC INFORMATION • BUILDING SERVICES

Email: permitcenter@atascadero.org if you have questions

SEPTIC TANKS & LEACH FIELDS SUBMITTAL CHECKLIST

INTAKE MEETINGS ARE REQUIRED AND BY APPOINTMENT ONLY.

MON – THURS BETWEEN 9:00 A.M – 3:30 P.M. AND FRIDAY BETWEEN 9:00 A.M. – 11:30 A.M.

Incomplete submittals and walk-in submittals will **not** be accepted at the counter.

SEISMIC DESIGN CATEGORY C, D or E - CLIMATE ZONE 4 - WIND ZONES 85 M.P.H - EXPOSURE ZONE "B" OR "C"

ZONING ORDINANCE - NATIVE TREE ORDINANCE - ATASCADERO MUNICIPAL CODE - 2025 CBC - 2025 CRC - 2025 CEC
2025 CPC - 2025 CMC - 2025 CGBC - ENGINEERING STANDARDS - CALIFORNIA STATE ENERGY COMPLIANCE (TITLE 24)

Septic Tank (ONLY) Replacement:

- ☐ **Over the Counter Permit Application:** signed by Property Owner, Agent (with written authorization), or licensed contractor (C-42 Septic Contractor; C-36 Plumbing Contractor; or A Engineering Contractor)
- ☐ **Site Plan** 2 copies: Indicating location of all structures, easements, existing and proposed tank locations
- ☐ **Permit Fee:** current Over-the-Counter Major fee

Septic Tank and/or Leach Field Replacement/Repair:

- ☐ **Standard Building Permit Application:** signed by Property Owner, Agent (with written authorization), or licensed contractor (C-42 Septic Contractor; C-36 Plumbing Contractor; or A Engineering Contractor)
- ☐ **Site Plan** 2 copies: Include topography; site drainage; rear, front, and side setbacks; fully dimensioned property lines; location of existing septic tank and leach fields; proposed location for septic tank and leach field to be installed; location of all structures, easements and native trees.
 - Sedimentation and erosion control must be incorporated into the plan and must be in place during construction from October 15th through April 15th
 - Trees: A tree protection plan is required for all construction within 20' of the dripline of any native tree. An arborist report from a certified arborist is required for all construction within the dripline of any native tree. A separate tree removal permit is required if any native tree is proposed for removal. If there are no native trees on the site, please note so on the site plan
 - A separate permit will be required if any native tree is proposed for removal
- ☐ **Septic and Leach Field Calculations 2 copies:** May be included on Site Plan or as a separate document. For percolation rates of 30 minutes per inch or greater, the system must be designed by a licensed Civil Engineer
- ☐ **Percolation Reports** 2 copies
- ☐ **Permit Fee:** \$1,114.78

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