



Large On-site Sewage Systems (LOSS) Predesign Report Requirements

Introduction

Submitting a predesign report to Washington Department of Health starts the project approval process for large on-site sewage systems (LOSS). It's required for new LOSS, and may be required for LOSS modification projects, depending on the scope of the change(s). Specific details for a predesign report are available in [WAC 246-272B-02000](#) and [-03000](#), and we've summarized the requirements below.

Either before or with the predesign report, you must send us a [LOSS Project Submittal Form \(DOH 337-055\)](#) and base project fee. We won't start project review until those have been received. You can find LOSS fee information in [WAC 246-272-3000](#).

We use the predesign report to help determine the viability of the proposed design and location. It's not intended to be fully detailed in the way your engineering design report will be, but it presents the concept of the design.

Our review includes looking for "project stoppers" and identifying potentially serious flaws. We want to avoid having you invest substantial amounts of time and money in a project that might be flawed. Once we review the report and agree that the project appears feasible, we'll ask you to pay the \$1000.00 site and soils inspection fee and to schedule the inspection with us.

We cover other parts of the project approval process in similar publications, with the entire process shown on our LOSS New Project Review & Approval Process Flowchart (DOH 337-047).

Information and Assistance

Eastside Projects: office: (509) 329-2100 fax: (509) 329-2142

Westside Projects: office: (360) 236-3330 fax: (360) 236-2254

Statewide Email: wastewatermgmt@doh.wa.gov

Predesign documents submissions:

Please email to wastewatermgmt@doh.wa.gov and make sure to cc the LOSS engineer.

If the file size exceeds 30mb, email wastewatermgmt@doh.wa.gov or call (360) 236-3382 for assistance with alternate submission methods.

Mail the project application and base fee, made out to Department of Health to:

DOH Accounts Receivable
PO Box 1099
Olympia, WA 98507-1099

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|---|----------------------------------|
| For Department of Health Revenue Use Only: | |
| 05972670202 | Base Project Review Fee \$848.00 |

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Predesign Report Requirements

What do I need to send to Department of Health?

Send us an electronic copy of the report prepared by a professional engineer licensed in Washington. The Predesign report must be stamped, signed and dated by the engineer. Electronic signatures should be applied in accordance with WAC 196-23. At the same time or sooner, send the base project review fee established in [Chapter 246-272-3000 WAC](#).

What must be included in the Predesign Report? (See [WAC 246-272B-03000](#) Site Review - Predesign Report for complete details.)

1. Contact information for the project/LOSS owner and for the design engineer, including daytime telephone number and email address.
2. Site location information, including address, parcel number, and county.
3. Vicinity and site maps, showing development property limits, proposed LOSS location, zoning, and other details noted in [WAC 246-272B-03000](#).
4. Narrative describing the type of project (new development, repair, expansion) and residences and/or businesses to be served. Describe the expected waste strength (CBOD₅, TSS, FC, oil and grease, total nitrogen) and peak design flow. Explain the proposed treatment and disposal concept. Note who will own, operate, and maintain the LOSS. Include other relevant information, such as phased development, time frames, and other options considered.

Include a description of as much as is known at this stage, of the project's consistency with local land use regulations (zoning, lot size, density, requirement to connect to sewer) and historic preservation requirements, if relevant. If available, include a copy of the SEPA checklist and determination – or other environmental review, and the local planning determination for the development. Information found here could highlight a roadblock.

5. A physical description of the site and its adjacent neighbors. Identify the total land area for the development, including the LOSS with primary and reserve drainfields. Calculate the minimum land area, using [WAC 246-272B-03500](#) and the soil type you've identified for the drainfield. Using [Table 3](#), Minimum Horizontal Set-backs, discuss whether any of the listed features are near the drainfield area. Similarly, tell us if there are any critical or sensitive areas in the vicinity.
6. Soil characterization. Document your finding from soil logs taken from or adjacent to the drainfield site, as explained in [WAC 246-272B-03000](#). Soil log details are found in [WAC 246-272B-03400](#). Identify the soil type and proposed hydraulic loading rate, using [Table 4](#).