APPENDIX S-7

Individual Wastewater Management Permit

Hawaii Department of Health
Environment Management Division – Wastewater Branch

Permit Packet Includes:
1. Process Overview
2. Individual Wastewater System (IWS) Requirements for Review Process
3. Application for Individual Wastewater Management Permit
4. Application Instructions
5. IWS Owner Certification Form
6. IWS Site Evaluation / Percolation Test

Approval or Permit Required: To apply to build, run, or operate an individual wastewater treatment facility.

Contact Information: Wastewater Branch
Environmental Management Division
Hawaii State Department of Health
919 Ala Moana Blvd., Room 309
Honolulu, HI 96814-4920

Website: http://health.hawaii.gov/
https://eha-cloud.doh.hawaii.gov/epermit/View/default.aspx
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Steps | Time
--- | ---
1. Submit completed Individual Wastewater System (IWS) Application Form along with the following documents:
   a) Construction plans of the IWS prepared by a licensed engineer
   b) Site plan
   c) Floor plans for the dwelling unit(s)
   d) Individual Wastewater System (IWS) Owner’s Certification Form
   e) IWS Site Evaluation/ Percolation Test Form
   f) Operation and Maintenance manual
   g) Sludge Disposal Plan, and
   h) Maintenance contracts for aerobic units

*The Department of Health now offers an online application service for IWS Filing at this site: [https://wastewater.ehawaii.gov/wastewater/app/welcome.html](https://wastewater.ehawaii.gov/wastewater/app/welcome.html)*

2. If discharging water pollution in excess of applicable standards according to Hawaii Revised Statutes 342D, complete the Variance from Pollution Control Application (See Appendix S-13).

3. DOH reviews all completed materials and sends written response indicating approval or denial of the permit

Total Time Period: 10 days

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<th>Fees</th>
<th>Amount</th>
<th>Maximum</th>
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<td>Individual Permits:</td>
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<tr>
<td>• To apply for a new Individual Wastewater System (IWS) permit</td>
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<td>• To apply to modify an Individual Wastewater System (IWS) permit</td>
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Updated November 2013