

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
<p>1. Submit completed Individual Wastewater System (IWS) Application Form along with the following documents:</p> <ul style="list-style-type: none"> 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 <p>*The Department of Health now offers an online application service for IWS Filing at this site: https://wastewater.ehawaii.gov/wastewater/app/welcome.html</p>	
<p>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).</p>	
<p>3. DOH reviews all completed materials and sends written response indicating approval or denial of the permit</p>	2-10 business days from Item 1

Total Time Period: 10 days

Fees	Amount	Maximum
Individual Permits:		
<ul style="list-style-type: none"> • To apply for a new Individual Wastewater System (IWS) permit • To apply to modify an Individual Wastewater System (IWS) permit 	\$100	\$100
	\$25	\$25
Total Fees:	\$25 (minimum)	\$100 (maximum)