



## Greenlee County Health Department

Steve Rutherford  
Director

Greenlee County  
Health Department  
P.O. Box 936  
Clifton, AZ 85533

Haiden LaFoy, R.S.1210  
Environmental Health  
Phone: 928-865-2601  
[hlafoy@co.greenlee.az.us](mailto:hlafoy@co.greenlee.az.us)

### Permit Requirements for the Installation of Septic Systems in Greenlee County

1. **Availability of sewer** – A septic system may be installed in an area that is not served by a sewer system.
2. **Lot Size** – A septic system may be installed on lots that are of sufficient size to accommodate the wastewater system. A reserve for a 100% expansion of the system (in case a replacement is needed) is ideal for the property.
3. **Site Evaluation** – Although conventional septic systems may be installed by the homeowner if certain criteria are met, the site evaluation must be done by an Arizona registered professional engineer, geologist, sanitarian, an appropriately licensed septic or plumbing contractor who has completed training recognized by ADEQ, or an individual otherwise qualifies by ADEQ under applicable regulations. Site suitability tests may include the following:
  - a. Soil Absorption Rate Testing
  - b. Surface and Subsurface Investigations
  - c. Separation from Groundwater
  - d. Setback Requirements
  - e. Reserve Area
4. **Obtaining a Septic Permit** – In order to obtain a septic permit the following must be submitted to Health department:
  - a. Site Investigation Report – Tests completed in #3
  - b. Notice of Intent to Discharge, a scale drawing of the system including the location of all relevant features and property lines, and a list of materials used. The Notice of Intent can be printed out or can be picked up at the health department.
  - c. Septic Permit Fee of \$200

The department will review the application as soon as possible and if approved a Construction Authorization will be given. Construction on any part of the septic system or tank installation shall not begin until a permit has been issued by the department and the permit has been paid for and picked up.

5. **Water tightness test** – a certified individual must perform a 24 hour water tight test to ensure the tank holds correctly. Water tight paperwork can be obtained online or through the health department.
6. **Final Inspection and Discharge Authorization** – The Health Department must perform the final inspection(s) of the septic system upon completion of construction. The inspection will take place when the septic tank has been installed and is visible, and the trenches have been excavated and the disposal pipe has been installed. In most cases, final inspections can be scheduled one business day prior to completion. Final inspection must occur before backfilling over the system. Upon successful completion of the final inspection, a final septic system record will be created and issued to the owner (discharge authorization).

### Helpful Information

#### Determining the Correct Minimum Tank Capacity

# of Bedrooms	Fixture Count	Minimum Tank Size (gal)	System Design Flow (gpd)
1	7 or less	1,000	150
	More than 7	1,000	300
2	14 or less	1,000	300
	More than 14	1,000	450
3	21 or less	1,000	450
	More than 21	1,250	600
4	28 or less	1,250	600
	More than 28	1,500	750
5	35 or less	1,500	750
	More than 35	2,000	900
6	42 or less	2,000	900
	More than 42	2,500	1050
7	49 or less	2,500	1050
	More than 49	3,000	1200
8	56 or less	3,000	1200
	More than 56	3,000	1350

Fixture Count Calculation Chart

Fixture Type	Fixture Unit	X	# of Fixtures	=	Total Units
Bath Tub	2	X		=	
Bidet	2	X		=	
Clothes Washer	2	X		=	
Dishwasher	2	X		=	
Lavatory	1	X		=	
Shower, single stall	2	X		=	
Sink, bar	1	X		=	
Sink, kitchen inc. dishwasher	2	X		=	
Sink, service		X		=	
Utility tub or sink	2	X			
Toilet 1.6 gpf	3	X			
Toilet >1.6-3.2 gpf	4	X			
Toilet >3.2 gpf	6	X			

### Determining a Bedroom

For the purpose of determining design flow for a septic system, a bedroom is any room that has:

1. A floor space of at least 70 square feet in an area, excluding closets
2. A ceiling height of at least 7 feet
3. Electrical service and ventilation
4. A closet or an area where a closet could be constructed
5. One window capable of being opened and used for emergency egress
6. A method of entry and exit to the room that allows the room to be considered distinct from other rooms in the dwelling and to afford a level of privacy customarily expected for such a room

If you wish to begin a septic system, or have questions, please reach out to Haiden LaFoy R.S. at (928) 865-2601 or reach out via email at [hlafoy@co.greenlee.az.us](mailto:hlafoy@co.greenlee.az.us).