



## OWTS (SEPTIC) PERMIT CHECKLIST

Submit an Onsite Wastewater Treatment System (OWTS)/Septic permit application at <https://us.cloudpermit.com/login>.

- A short tutorial video is available: [Cloudpermit Video](#)

The correct jurisdiction for **all** OWTS applications is UNINCORPORATED GRAND COUNTY.

### OWTS PERMIT REQUIREMENTS:

- Engineered & stamped OWTS design prepared by a Colorado registered professional engineer. The design must be in compliance with the currently adopted Onsite Wastewater Treatment System regulations.
- Declaration of Covenants with **notarized** signature of property owner. You will uploaded this document when submitting the OWTS permit application.
  - The document will be reviewed & approved by GCBD staff. Staff will then coordinate delivering the document to the Grand County Clerk's office for recording on the day the applicant is available to pay the \$13 recording fee over the phone directly to the Clerk's office. (Payment must be made the same day that the document is delivered)
- Payment of permit fee of \$250 for new OWTS and for complete system replacements or \$170 for septic repairs. Payment of fees is completed online **after** the OWTS application is approved.