

**KLAMATH COUNTY COMMUNITY DEVELOPMENT DEPARTMENT**  
**ON-SITE SANITATION DIVISION**  
**305 Main Street, Klamath Falls, OR 97601-6332**  
**Telephone: 541-883-5121 (option # 6) or 800-378-1304 (option # 6)**  
**FAX: 541-885-3644**

<b>CAPPING FILL SEPTIC SYSTEM</b>
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**CAPPING FILL PERMIT TO CONSTRUCT FEE: \$1,335.00**  
(First 1,000 gallons projected daily flow – each additional 500 gallons \$78.00)

1. Contact Klamath County Planning about obtaining a Site Plan Review (**Land Use Compatibility Statement**). **The Land Use Compatibility Statement is required before a permit can be issued.**
  
2. Prepare a DETAILED PLOT/SITE PLAN to include elevation levels of septic tank outlet and drainlines. An example of a detailed plot/site plan follows and includes other information required. Plot plan must show all existing and proposed developments on the property. This would include placement of the residence, septic system, well(s), driveway, outbuildings, etc. Show placement of the drainlines in the approval area, and show test hole locations as well as the area reserved for the replacement system. Sign and date the bottom of the plot plan. **The detailed plot plan must be stamped and signed off by Planning before we can accept it.**
  
3. A sample of the capping fill material must be submitted to On-Site Sanitation prior to the issuance of a permit to construct. The sample material should be at least 4-5 cups worth of soil. The texture of the soil used for the cap shall be of the same textural class, or of one textural class finer, as the natural top soil. Construction of capping fills shall occur between June 1 and October 1 unless otherwise authorized.
  
4. A site visit may be necessary prior to permit issuance. Any work, even digging trenches or a hole for the tank, must be performed by a **LICENSED INSTALLER OR PROPERTY OWNER**. “Self-Installers” guidelines are available from this office. Please be aware that permits are only valid up to one year from the date they are issued.
  
5. After the system is installed, submit an Inspection Request (As Built) to this office. We will inspect the system within seven days, and if no correction is needed, the system may be covered. A Certificate of Satisfactory Completion will be mailed to you.
  
6. After the installation permit is issued, a building/placement permit may be purchased from the Building Department. They will require the stamped/signed plot plan and the Land Use Compatibility Statement, both of which must be signed off by Planning and On-Site Sanitation.
  
7. If the permit expires before work is completed, the full purchase price is due before a new permit will be issued. A reduced rate is charged if the permit is renewed before the expiration date.