

## On-site Wastewater Treatment System Professional License Application

Email applications to [EHEPApplications@pueblocounty.us](mailto:EHEPApplications@pueblocounty.us) or submit an electronic application via our online portal at <https://myhealthdepartment.com/pueblo/login>.

Applicant			
Business Name			
Applicant Name			
Mailing Address			
City, State, Zip			
Phone		Email	
Applicant Signature			Date
License Type			
OWTS Contractor	<input type="checkbox"/> New \$130 <input type="checkbox"/> Renewal \$75 <input type="checkbox"/> Part A Exam <input type="checkbox"/> CPOW Installer Course (not required)		
OWTS Cleaner	<input type="checkbox"/> New License \$130 <input type="checkbox"/> Vehicle Inspection \$50 per vehicle <input type="checkbox"/> Renewal License \$75		
OWTS Designer	<input type="checkbox"/> Professional Engineer New \$130 <input type="checkbox"/> Professional Engineer Renewal \$75 <input type="checkbox"/> Colorado Professional in Onsite Wastewater (CPOW) Design Course (not required)		
Transfer of Title Inspector	<input type="checkbox"/> New \$130 <input type="checkbox"/> Renewal \$75	NAWT Certification #	
Competent Technician	<input type="checkbox"/> New \$130 <input type="checkbox"/> Renewal \$75 <input type="checkbox"/> Colorado Professional in Onsite Wastewater (CPOW) Soils Course (certificate required) <input type="checkbox"/> Other:		
<b>Fees and required certificates must be submitted with this application.</b>			

Health Department Use Only				
Documents attached:				
Approved		Receipt #		Staff Initials

## VIII.7 Licensing

### A. Systems Contractor [43.4(K)(1)]

1. No person shall engage in the business of installing an on-site wastewater treatment system nor shall any person for hire install, renovate, replace or repair an OWTS unless that person holds a valid OWTS Contractor's License. This shall not preclude the owner of a property from being able to install an OWTS on that property. The initial fee as established by the Board of Health for the OWTS Contractor's License shall be payable upon application. The applicant must satisfactorily pass a written exam after which a license will be issued.
2. This license shall expire one (1) year from the date of issuance. Licenses may be renewed upon payment of an annual renewal fee as established by the Board of Health.
3. The OWTS contractor shall have a licensed installer on site supervising every installation, repair, or alteration of any OWTS being conducted in Pueblo County.
4. Any licensed OWTS contractor shall be responsible for the work performed by his/her employees.

### B. Systems Cleaner [43.4(K)(3)]

1. No person shall engage in the cleaning of OWTS or the transportation of sewage, septage, or chemical toilet wastes to a disposal site unless that person holds a valid OWTS Cleaner's License. The initial fee as established by the Board of Health for the OWTS Cleaner's License shall be payable upon application. The applicant will be required to demonstrate knowledge of Section VIII.B.7., of this regulation before issuance of a license.
2. This license shall expire one (1) year from the date of issuance. Licenses may be renewed upon payment of an annual renewal fee as established by the Board of Health.
3. Any licensed OWTS Cleaner shall be responsible for the work conducted by his/her employees.
4. OWTS Cleaners must comply with the requirements set forth in Section VIII.7.B.7 of Pueblo Department of Public Health and Environment Board of Health Regulation VIII.

### C. Other OWTS Professionals

1. Competent Technician [43.5(I)] – Effective January 1, 2019
  - a. Competent Technicians must meet the qualifications set in Section 43.5(I).
  - b. Prior to conducting any site and soil evaluations competent technicians must register with PDPHE. The registration must include the completed application, documentation of qualifications and registration fee.
  - c. This registration shall expire one (1) year from the date of issuance. Registrations may be renewed upon payment of an annual renewal fee as established by the Board of Health.
2. OWTS Designer – Effective January 1, 2019
  - a. OWTS Designers must be licensed by the State of Colorado as Professional Engineers and shall have knowledge and experience in designing on-site wastewater treatment systems as well as knowledge and understanding of State and Local OWTS Regulations.
  - b. OWTS Designers must register with PDPHE. The registration must include the completed application, documentation of qualifications and a registration fee.
  - c. If OWTS Designs are incomplete, not in compliance with current regulations or demonstrate lack of knowledge of on-site wastewater treatment systems the designing engineer may be required to attend an OWTS Design Course from NOWRA, NAWT, or CPOW. If the course includes an exam the engineer must show proof of a passing grade on the exam.
3. Transfer of Title Inspector [43.4(L)(3)] – Effective January 1, 2019
  - a. Transfer of Title inspectors must be certified by the National Association of Wastewater Technicians, or an equivalent program approved by PDPHE.
  - b. Transfer of Title Inspectors must also have knowledge of Local and State OWTS Regulations.
  - c. Transfer of Title Inspectors must register with PDPHE. The registration must include the completed application, documentation of qualifications and a registration fee.

The Board of Health may revoke the license of any OWTS professional for violation of the applicable provisions of the OWTS Act and the implementing regulations or for other good cause shown, after a hearing conducted upon reasonable notice to the systems contractor and at which the systems contractor may be present, with counsel, and be heard.