

SKAGIT COUNTY

Septic Permit Process

www.skagitcounty.net/septic



Getting a septic system designed, permitted, and installed takes time, and the timeline can vary depending on several factors. We'll do our best to keep the process moving as quickly as possible within our limits.

STEP 1: HIRE AN OSS DESIGNER

First, your OSS designer will dig soil test holes to determine your property's soil type. Then they'll design a system that meets code based on soil type, home size, number of bedrooms, and distance to water sources. Only licensed on-site wastewater designers and professional engineers can design septic systems. See our list of WA State Certified OSS Designers working in Skagit County.

STEP 2: SUBMIT A PERMIT APPLICATION AND PAY FEES

Your designer will submit the permit application, soil evaluation, site plan, and proposed design through Civic Access. Fees will be calculated and payment requested—some designers include the fee, so confirm who is responsible. If the application is incomplete, you'll be notified and corrections can be resubmitted.

STEP 3: REVIEW BY SKAGIT COUNTY PUBLIC HEALTH

Upon receipt of a complete application and payment, Skagit County Public Health will begin reviewing the application and design and make a determination within 30 days*. It is possible we may consult with your designer and do a site visit to make sure the proposed design will treat wastewater effectively.

**If wet season/winter review (typically November–April) is needed, it may take up to 12 months*

STEP 4: PERMIT ISSUED

Once the review is complete and all requirements are met, your design and application will be approved, and you can move forward with hiring an OSS installer. If not approved, you and your designer will receive an email with the required corrections to approve the system.

**Repair permits expire after 1 year; all others expire in 3 years*

STEP 5: HIRE AN OSS INSTALLER

Only Skagit County–certified installers can install your septic system as designed. Some gravity systems may be installed by homeowners—review eligibility and contact us for details. Note that not all installers handle every system type. For instance, Level 1 installers cannot install Level 2 systems. More complex projects may require a pre-construction meeting before permit issuance.

STEP 6: FINAL INSPECTION

During installation, Skagit County Public Health will inspect the system before it is covered. Your installer must request an inspection at least two working days in advance. If approved, installation can be completed; if not, required corrections must be made before covering.

STEP 7: AS-BUILT RECORD

If the system is installed according to the approved design and all tests are successful, your designer or installer will submit an as-built (record drawing) to Skagit County Public Health. We will review the record drawing to confirm its completeness before final approval is granted.

STEP 8: FINAL APPROVAL

After we receive and accept the as-built record, you'll be notified through Civic Access, and you can begin using your septic system. To keep your system functioning properly, plan for inspections every 1–3 years, pumping as needed, and occasional minor repairs.