



Shawn Davis, Chair
Bebe Kleinman, Vice Chair
Kristine Burrows
Dr. Mark Levine
Terrence Walker
Michelle Weinraub
Mark Mcmillan

Arapahoe County

Arapahoe County Board of Health

Agenda

Wednesday, March 19, 2025

Willow

3:00 PM

DOC Conference Room

The public is welcome to attend the Board of Health meeting in the Arapahoe Board Room, located at 6162 S Willow Dr, Greenwood Village, CO 80111, or virtually on Teams https://teams.microsoft.com/l/meetup-join/19%3ameeting_Yzc5ZWNiOGMtYzk1YS00YTYxLWIwYTtYTRlYWQwNzZlNzRm%40thread.v2/0?context=%7b%22Tid%22%3a%2257d7b626-d71d-47f6-84c1-c43bda19ba16%22%2c%22Oid%22%3a%22c0695c0a-202a-41ae-9aa5-a71df8e21ec2%22%7d, or by calling 1-719-569-5048 and entering the Conference ID: 443 152 952# when prompted.

The Board of Health agenda and materials can be viewed online at <https://arapahoe.legistar.com/Calendar>.

1. *CALL TO ORDER

2. *APPROVAL OF MINUTES

February Meeting Minutes

[25-188](#)

Attachments: [1. BOH Meeting Minutes 20250219](#)

3. *PUBLIC COMMENT

Individuals are invited to speak to the Board of Health about any topic. To provide Public Comment, please contact the Board of Health Liaison (aschmidt@arapahoegov.com) at least 30 minutes prior to the start of the respective board meeting. Speakers will be called in the order in which they signed up. Each person has a 3-minute time limit for comments, unless otherwise noted by the Chair. Individuals must state their name and address for the record prior to making remarks.

4. *BOARD OF HEALTH COMMENTS

5. *GENERAL BUSINESS ITEMS

5.a. 3140 W. Girard Ave. Englewood, CO; OWTS Enforcement

[25-189](#)

Attachments: [FINAL2 Combined Documents for 3140 W Girard Hearing](#)

6. *STUDY SESSIONS

- 6.a.** FY24 Financial Update [25-190](#)
Attachments: [3. BOH_FY24 EOY Financial Update March 2025](#)
[FY 2024 EOY Financials - Unaudited](#)
- 6.b.** Community Health Improvement Plan Spotlight: Improve Access to Nutritious and Affordable Food [25-191](#)
Attachments: [4. BOH presentation 3.19.2025](#)
- 6.c.** ACPH Director's Report [25-192](#)
Attachments: [5. BOH Director's Report 2025](#)

7. EXECUTIVE SESSION AND COUNTY ATTORNEY LEGAL MEETING

As required by law, specific agenda topics will be announced in open meeting prior to the commencement of the closed and confidential portion of this session. C.R.S. § 24-6-402(4)

8. *ADJOURN

Arapahoe County is committed to making its public meetings accessible to persons with all abilities. Please contact the Board of Health Liaison (aschmidt@arapahoegov.com) at least three (3) days prior to a meeting, should you require special accommodations.

**Items marked with an asterisk will be live streamed for public viewing.*



Arapahoe County

5334 South Prince Street
Littleton, CO 80120
303-795-4630
Relay Colorado 711

Board Summary Report

File #: 25-188

Agenda Date: 3/19/2025

Agenda #:



Shawn Davis, Chair
Bebe Kleinman, Vice Chair
Kristine Burrows
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Mark Mcmillan

Arapahoe County

Arapahoe County Board of Health

Meeting Minute Summaries

Wednesday, February 19, 2025
3:00 PM

Willow DOC Room

The public is welcome to attend the Board of Health meeting in the Arapahoe Board Room, located at 6162 S. Willow Dr. Greenwood Village CO 80111 or virtually on Teams
https://teams.microsoft.com/l/meetup-join/19%3ameeting_NGVjYTk5NzctNDQ2OC00YWRkLWE4MDctMDEyNzUwOTJhYzJi%40thread.v2/0?context=%7b%22Tid%22%3a%2257d7b626-d71d-47f6-84c1-c43bda19ba16%22%2c%22Oid%22%3a%22c0695c0a-202a-41ae-9aa5-a71df8e21ec2%22%7d
Or dial in by phone +1 719-569-5048,,523185124#

The Board of Health agenda and materials can be viewed online at
<https://arapahoe.legistar.com/Calendar>.

1. CALL TO ORDER*

Present Bebe Kleinman, Shawn Davis, Kristine Burrows, Terrence Walker, Michelle Weinraub, Mark Mcmillan, and Mark Levine

2. APPROVAL OF MINUTES*

Attachments: [BOH Meeting Minutes 20240115](#)

A motion was made by Davis, seconded by Levine, that this Minutes be approved. The motion carried by the following vote:

Aye: Kleinman, Davis, Burrows, Walker, Weinraub, Mcmillan, and Levine

3. PUBLIC COMMENT*

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Period by joining the virtual meeting link or calling 1-719-569-5048 and entering the Conference ID: 443 152 952# when prompted.

BOARD OF HEALTH COMMENTS*

4. GENERAL BUSINESS ITEMS*

5. STUDY SESSIONS*

Attachments: [02.19.25 BOH CHN Division Revenue Presentation](#)

Attachments: [BOH Director's Report 2025](#)
[Shots for Tots and Teens 2024 Year-End Report](#)
[Arapahoe Co - PIT Fall 2024 Infographics](#)

6. EXECUTIVE SESSION AND COUNTY ATTORNEY LEGAL MEETING

No executive session was held.

7. ADJOURN*

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*Items marked with an asterisk will be live streamed for public viewing.



Arapahoe County

5334 South Prince Street
Littleton, CO 80120
303-795-4630
Relay Colorado 711

Board Summary Report

File #: 25-189

Agenda Date: 3/19/2025

Agenda #: 5.a.

To: Board of Health

Through: Jennifer Ludwig, Public Health Director, Arapahoe County Public Health

Prepared By:

Steven Chevalier, Environmental Health Manager (Early Childhood and Environmental Protection), Public Health

Presenters: Steven Chevalier, Environmental Health Manager (Early Childhood and Environmental Protection), Public Health

Subject:

3140 W. Girard Ave. Englewood, CO; OWTS Enforcement

Purpose and Request:

The purpose of this hearing to inform the Board of Health (BOH) about violations related to a failing septic system at 3140 W Girard Ave, Englewood, CO, identified during a transfer of title inspection during a real estate sale. Due to continued violations, we want to consider the assessment of civil penalties.

We are requesting that the BOH review this case, determine whether penalties should be assessed, and ensure that corrective actions are implemented by the property owner to bring the system into compliance. The Board’s guidance is also sought regarding any further actions to be taken if the owner continues to fail in obtaining the necessary use permit or resolving the septic system issues.

Background and Discussion: The property in question was sold in May 2024 to HousePurchase LLC. There is an existing residence on the site, which is currently being rented. In December 2024, the property owner submitted a proposal to Arapahoe County Public Works to convert the basement of the existing residence into

another unit, making the home a duplex, and to add another 8 units to the current site, converting the entire property into a 10-unit complex.

During the transfer of title inspection, ACPH was notified of a failing OWTS on the property. Inspections conducted by two different septic system contractors noted that the tank was failing and, more recently, that a leach field issue exists such that the tank should be pumped every 2-4 weeks. Although the property owner has pumped the septic tank since taking ownership, they have failed to take significant steps to resolve the system issues, despite continued promises to do so. With a renter still residing on the property, the potential risks and dangers have escalated this situation to a pressing issue.

Section 4.2 of the Arapahoe County On-Site Wastewater Treatment Systems (OWTS) regulations require issuance of a use permit (also known as a transfer of title permit) for properties with OWTS when there is a sale, remodel, or other defined events. If the use permit is not obtained prior to the sale, it becomes the responsibility of the purchaser to acquire the permit.

The property owner is in violation of OWTS Regulation 4.2.

Furthermore, **Section 4.7** requires that the septic system meet certain conditions, including being structurally sound and free from failure, before a use permit can be issued. The system at this property was found to be failing, with identification of surfacing sewage, indicated on a third-party inspection report. Despite repeated attempts to work with the property owner, no substantial corrective actions have been taken, and the issue remains unresolved.

It is also important to highlight that **Section 3.6** of the Arapahoe OWTS regulations stipulates that the Department may deny a permit for properties within 400 feet of a sewer line, unless a letter from the relevant sewer district or municipality states that permitting an OWTS is permissible. In this case, the sewer line is located within the road right-of-way, raising the question of whether the sewer district would even allow the installation of a new OWTS or require the property to connect to the public sewer system.

Options that have been discussed with the property owner are to obtain an ACPH permit to repair the OWTS, or to cap the septic system and connect to the municipal sewer line operated by Sheridan Sanitation District #2. The property owner has refused to apply for a permit and, given the language in Section 3.6 of the OWTS regulations, it is expected that the sewer district would oppose continued use of an OWTS on the property and that ACPH would therefore also deny the permit for a new or repaired OWTS.

The property owner has instead indicated his intent to connect to the district sewer line. However, despite knowing about the failing septic system since purchasing the property, the owner has continued to rent the property and has to date still not submitted an application to Sheridan Sanitation District #2. ACPH staff have provided ample time for the owner to take action and, initially, believed the owner was making good faith efforts to resolve this matter-he pumped the septic tank, hired a contractor to assess the situation, and made repeated promises to connect to the sewer line. However, as time passed and we gained more information, our

concerns have increased, and Department staff are no longer confident that the owner is continuing in good faith or taking any steps to address this situation. To date, staff have issued the property owner two Notices of Violation, which have effectively been ignored.

As outlined in C.R.S. §25-10-113, upon a finding by the local board of health that a person is in violation of the OWTS act and regulations, the board of health may assess a penalty of up to \$50 for each day of violation. In determining the amount of the penalty to be assessed, the board of health shall consider the seriousness of the danger to the health of the public caused by the violation, the duration of the violation, and whether the person has previously been determined to have committed a similar violation.

Fiscal Impact: N/A

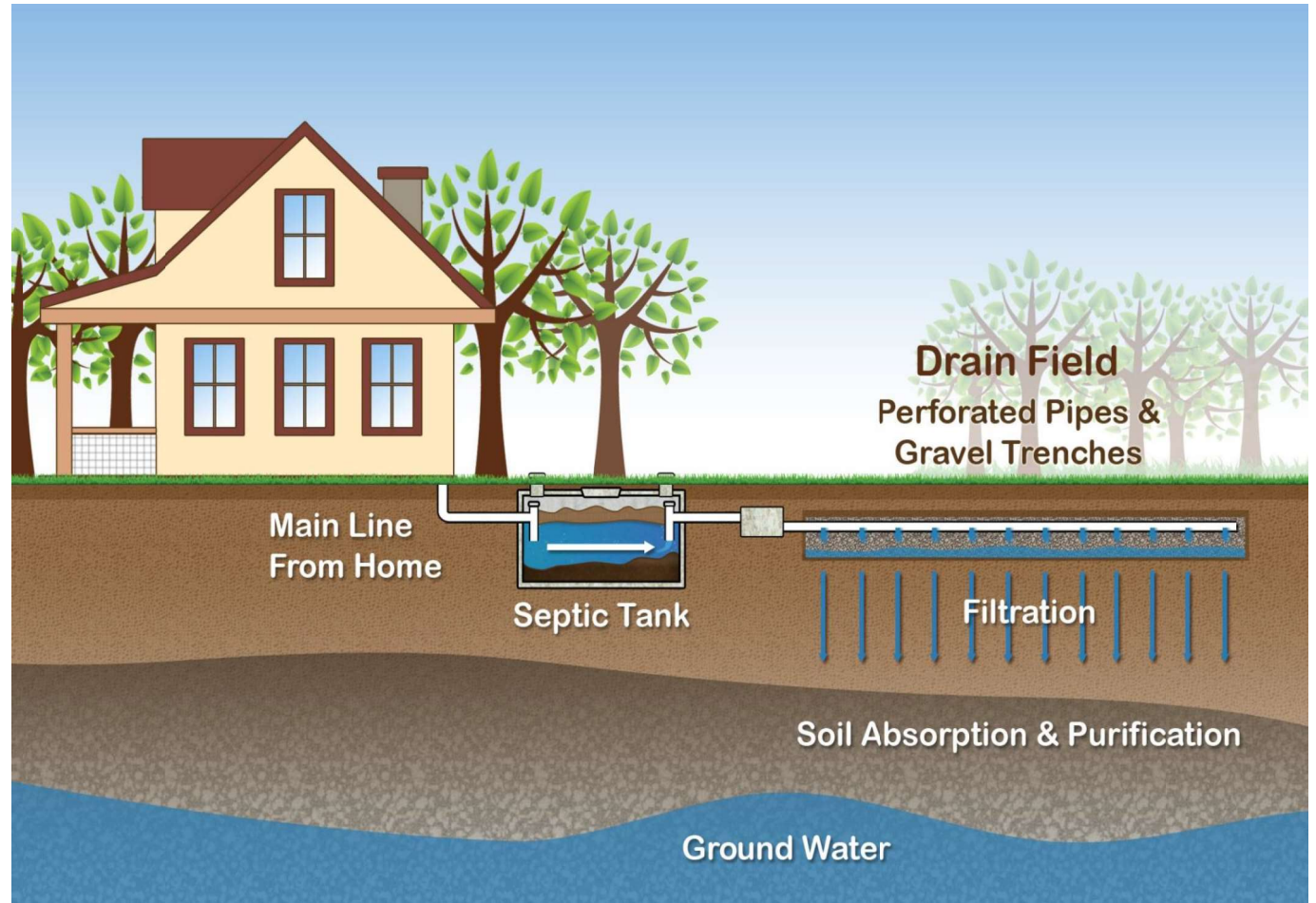
Staff Recommendation: Assess appropriate civil penalties up to \$50 per day of violation and require the property owner to immediately apply for and obtain a permit to connect to the Sheridan Sanitation District #2 municipal sewer line and maintain the septic system in a nuisance free condition with the requirement to pump the septic tanks at an interval of once per week or more to prevent surfacing sewage or sewage backups into the home, where pump receipts will be provided to ACPH for each pumping date within 48 hours of pumping.

OWTS Hearing – 3140 W Girard Ave., Englewood

BOH Meeting March 19, 2025

Index to Presentation Packet

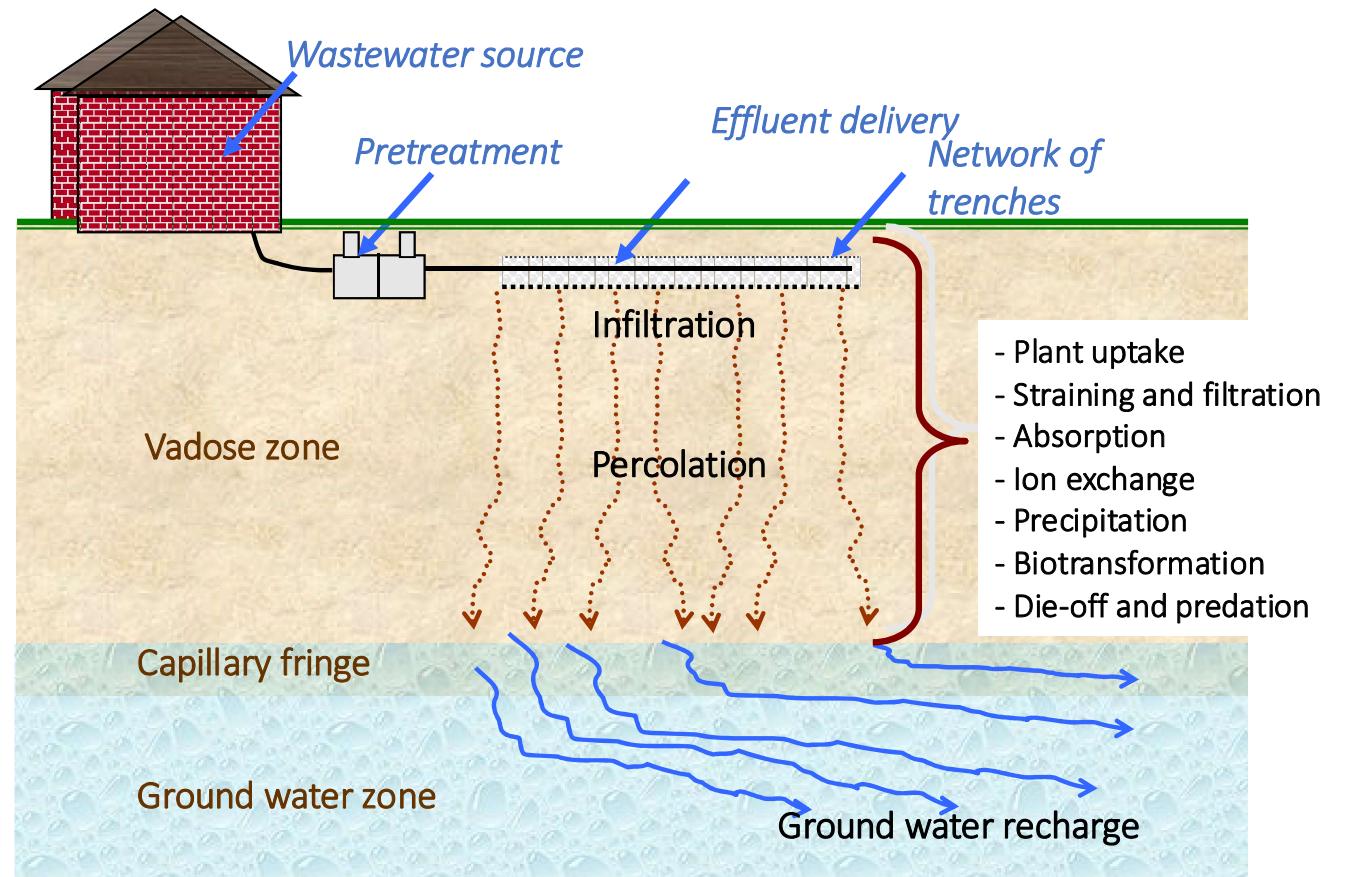
- A. BSR for introduction purposes
- B. OWTS brief overview
 - 1. OWTS Enforcement Presentation – pg. 5-7, and 12
- C. Presentation of facts
 - 1. Assessor record showing ownership by House Purchase LLC
 - 2. Presubmittal Application to Public Works, pages 1-2 only
 - 3. Timeline document (updated to include most recent events)
 - 4. Photographs of overall property
 - 5. Engineering survey (be able to identify where septic system is located)
 - 6. Conditional Use Permit Application by Septic Daddy March 2024
 - a. OWTS has deficiencies.
 - 7. Use Permit Application by Suc N Up February 2025
 - a. System pumped 2/11/2025.
 - b. System not draining properly. Sewage covering the lid.
 - c. OWTS has deficiencies.
 - 8. ACPH communication history w/ property owner
 - a. Jan 10, 2025 letter.
 - b. Feb 13, 2025 letter and Notice of Violation.
 - c. Feb 19, 2025 Email trail with Michael Butler of emails from 2/13 to 2/19.
 - d. Mar 3, 2025 2nd NOV.
 - e. Mar 3, 2025 Property owner's emailed response.
 - f. Mar 12, 2025 Notice of Hearing and email.
 - g. Mar 13, 2025 Email re site visit revealed septic effluent pooling on the ground. Ordered to remediate immediately. Photos from site visit.
 - h. Mar 13, 2025 Property owner's emailed response.
- D. Violations
 - 1. C.R.S. § 25-1-508
 - 2. C.R.S. § 25-1-518
 - 3. C.R.S. § 25-10-104
 - 4. C.R.S. § 25-10-106
 - 5. C.R.S. § 25-10-112
 - 6. C.R.S. § 25-10-113
 - 7. ACPH OWTS Regulations, Section 2
 - 8. ACPH OWTS Regulations, Section 3
 - 9. ACPH OWTS Regulations, Section 4
 - 10. ACPH OWTS Regulations, Section 6
 - 11. ACPH OWTS Regulations, Section 18
 - 12. ACPH OWTS Regulations, Section 19



Contaminants of Concern

- Nitrogen
- Pathogenic viruses
- Pathogenic bacteria
- Phosphorus
- Endocrine disruptors
- Pharmaceuticals





Arapahoe County Board of Health Responsibilities

- **Responsibilities Summary:**

- Prohibition of On-Site Wastewater Treatment Systems in Unsuitable Areas
- Assessment of civil penalty for a person in violation of the regulation
- Hold hearing for appeal of civil penalty assessment
- Revocation of Installer or Cleaner License
- Hearing and review of variance requests



[This Photo](#) by Unknown Author is licensed under [CC BY](#)

PIN: 031004039
AIN: 1971-32-3-00-012
Situs Address: 3140 W Girard Ave
Situs City: Englewood

Full Owner List: Housepurchase Llc
Ownership Type: Sole Ownership
Owner Address: 6547 N Academy Blvd Unit 1009
City/State/Zip: Colorado Springs, CO 80918-8338

Neighborhood: Boulevard Gardens Annex
Neighborhood Code: 206.00
Acreage: 0.4580
Land Use: Traditional
Legal Desc: Beg 575 Ft N & 350 Ft W Of Se Cor Of Se 1/4 Of Sw 1/4 Of Sec 32 Th N 145 Ft Th W 140 Ft Th S 145 Ft Th E 140 Ft To Beg 32-4-68

Notifications!

	Total	Building	Land
2024 Appraised Value	487,300	277,300	210,000
2024 Assessed Value	28,964	14,894	14,070
		2024 Mill Levy:	78.516

<i>Sale</i>	Book Page	Date	Price	Type
	E403 3180	05-24-2024	415,000	
	D911 7224	10-29-2019	0	
	A611 3449	08-22-1996	65,000	
	4669 0114	02-01-1986	0	
	4674 0540	02-01-1986	0	

<i>Building</i>	Building	Attributes	Recorded
	1	Quality Grade	Average
		Improvement Type	Traditional
		Bedrooms	2.00
		Bathrooms	1.00
		Architectural	1 Story/Ranch
		Heat Method	Floor Furnace/Gravity
		Year Built	1937
		Roof	Asphalt/Composition Shingle Roof
		Exterior Wall	Wood Siding
		Construction Type	D - Wood or Steel Studs Frame

<i>Area</i>	Building	Description	SqFt
	1	Patio slab or Terrace	100
		Basement Finish	687
		Covered Porch	122
		First Floor	848
		Basement Total	780
		Bldg Total Area:	848

<i>Land Line</i>	Units	Land Use
	1.0000 LT	Single Family Residential

Note: Land Line data above corresponds to the initial appraised value and does not reflect subsequent appeal related adjustments, if any.

* Not all parcels have available photos / sketches.

In some cases a sketch may be difficult to read. Please contact the Assessors Office for assistance. Measurements taken from the exterior of the building.

The Arapahoe County Assessors Office does not warranty the accuracy of any sketch, nor assumes any responsibility or liability to any user.

Although some parcels may have multiple buildings and photos, at this time our system is limited to 1 sketch and 1 photo per parcel number. Sorry for any inconvenience.

[New Search](#)



ARAPAHOE COUNTY

FOR STAFF USE ONLY

CASE NO Q 24-109

Meeting Date: 01/09/2025

Meeting Time: 1:00 2:00 3:00

Planner Assigned: Ernie Rose

Engineer Assigned: Joseph Boateng

Presubmittal Application

Please complete all portions of this application, so staff may adequately prepare for your meeting

PROJECT SUMMARY				
Provide a brief description in the below section of what you plan to do on the property. Use a separate page as an attachment if you require more room. Completing this section of the application <i>does not replace</i> the required letter of intent.				
Property Address: 3140 West Girard Avenue - Proposal to add 8 units to the current site and convert the basement into another unit making the home that is there a duplex. There will be a total of 10 units on the site. (SEE DIAGRAMS ATTACHED).				
PROJECT INFORMATION				
Date	12/19/24			
Proposed Project Name	Girard Apts			
Subdivision Name (or short legal)	Beg 575 FT N + 350 FT W of SE 1/4 of SW 1/4 of SEC 32 TH W 140 FT TH S 145 FT E 140 FT to Beg 32-4-68			
Site Mailing Address/City/State/Zip	419 Security Blvd COS, CO 80911			
Site Parcel ID/AIN (12 digit number)	197132300012			
Site Nearest major cross streets	S. Hazel ct / Federal Blvd			
Acres	.46	Current Zoning	RS	Current Land Use
Historic Case Numbers	MULTI-FAMILY			
PRIMARY CONTACT INFORMATION				
Primary Contact Name	Michael Butera			
Company Name	House Purchase LLC			
Title	Manager			
Mailing Address City/State/Zip	419 Security Blvd COS, CO 80911			
Phone Number	719 445 9195			
E-mail Address	mbutera451@gmail.com			
LANDOWNER CONTACT INFORMATION				
Landowner Name				
Company Name (applicable)	House Purchase LLC			
Mailing Address City/State/Zip	419 Security Blvd COS, CO 80911			
Phone Number	719 445 9195			
E-mail Address	mbutera451@gmail.com			

Public Works and Development - Planning Division
6924 S Lima St, Centennial CO 80112 ♦ Phone: 720-874-6650 ♦ FAX 720-874-6611
Website: www.arapahoegov.com ♦ Email: presubmittals@arapahoegov.com

Rev 06-15-2022

Letter of Intent

Date: 12/18/2024

To:

Arapahoe County Public Works and Development

Planning Division

6924 S. Lima St

Centennial, CO 80112

RE: Proposed Development of Girard Apartments

3140 West Girard Ave

Englewood, CO 80110

Our Company, HousePurchase LLC/Girard Apartments LLC, is proposing to add 8 units to the current site and convert the basement into another unit making the home that is there a duplex. There will be a total of 10 units on the site. (SEE DIAGRAMS ATTACHED).

Current Zoning: R5

Site size: .46 acres

Sincerely,

Michael Butler



COLORADO ENGINEERING & SURVEYING, INC.

Surveying Colorado Since 1972
www.copls.com

NO. 2024-1220
FT REALTY

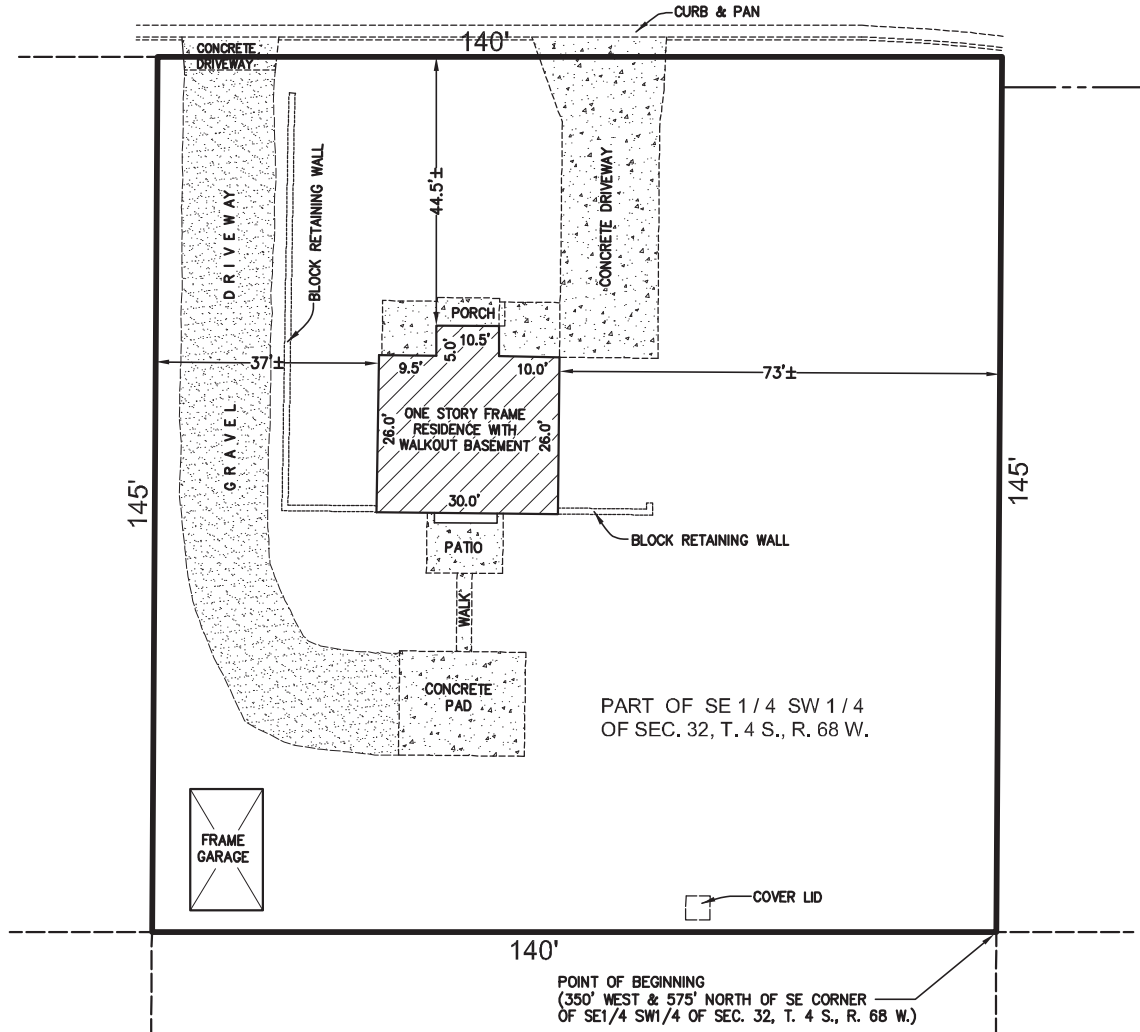
P. O. Box 2465, Littleton, Colorado 80161

SCALE 1" = 25'

PHONE: (303) 761-8055

FAX: (303) 761-0841

WEST GIRARD AVENUE
(RIGHT OF WAY WIDTH VARIES)



LEGAL DESCRIPTION:

PER TITLE COMMITMENT NO. 598-HS0831188-002 BY HERITAGE TITLE COMPANY

THAT PART OF THE SE1/4 SW1/4 OF SECTION 32, TOWNSHIP 4 SOUTH, RANGE 68 WEST OF THE 6TH P.M., MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT WHICH IS 350 FEET WEST AND 575 FEET NORTH OF THE SOUTHEAST CORNER OF SAID SE1/4 OF SW1/4, THENCE NORTH 145 FEET; THENCE WEST 140 FEET; THENCE SOUTH 145 FEET; THENCE EAST 140 FEET TO POINT OF BEGINNING, COUNTY OF ARAPAHOE, STATE OF COLORADO.

ALSO KNOWN AS: 3140 WEST GIRARD AVENUE

IMPROVEMENT LOCATION CERTIFICATE

I hereby certify that this improvement location certificate was prepared for FT REALTY

that it is not a land survey plat or improvement survey plat, and that it is not to be relied upon for the establishment of fence, building, or other future improvement lines.

This certificate is valid only for use by FT REALTY

and describes the parcel's appearance on APRIL 26, 2024

I further certify that the improvements on the above described parcel on this date APRIL 26, 2024 except utility connections, are entirely within the boundaries of the parcel, except as shown, that there are no encroachments upon the described premises by improvements on any adjoining premises, except as indicated, and that there is no current evidence or sign of any easement crossing or burdening any part of said parcel, except as noted.

I further certify that the location of Improvements shown hereon are based upon the location of monuments in the area, and that this document does not purport to be an Improvement Survey Plat, and is subject to any inaccuracies that a subsequent Improvement Survey Plat would disclose. The surveyor makes no warranty or representation concerning fences and their location in relation to the boundary lines, unless specifically noted.

Evidence used to determine the apparent deed lines:

As shown and stated on this drawing as "Found", if no monuments were found at the subject property, the apparent deed lines were based upon an analytical correlation between occupation lines, as built improvements (public & private), street right-of-way lines, etc., An Improvement Survey Plat may yield different results.

Record title, Deed and Legal Description:

This information was supplied to Colorado Engineering & Surveying; no title search was conducted by CES.

All information to deed lines and easements were derived from the recorded plat, unless otherwise noted and stated.

This document is protected under the laws of the Federal Copyright Act. This drawing shall not be used by the client or any other party for ANY purpose other than that which the drawing was prepared. The absence of RED stamped seal indicates an unauthorized reproduction, and no certification extends to the person holding such a copy.

COLORADO ENGINEERING & SURVEYING, INC.

PROFESSIONAL SEAL NO. 26958

By

Date

APR 26, 2024

Timeline for 3140 W Girard Ave, Englewood CO 80110

3/20/24 – Tyler Thomas from Septic Daddy (tyler@septicdaddy.com) sent in a Transfer of Title application stating that the septic system did not pass inspection, but they were looking to get a conditional use permit for the sale. Tyler stated the new owners had intentions to build a new home & tie into a sanitation district at that time. Amara Thomas (ACPH Water Quality Program) sent Tyler the Agreement to Repair an On-site Wastewater Treatment System document & stated the new owner will need to sign the agreement in order to issue the conditional use permit. Tyler said he'd get the agreement back to us as soon as possible.

3/21/24 – Tyler called & left a message regarding the conditional use permit. He stated the buyers were not accepting a conditional use permit & therefore, they were going to connect to the sanitation district. Tyler then emailed us with the same question. Amara had communication (via email) with Tyler. Tyler inquired about records for 3140 W Girard, specifically regarding the home already being stubbed out to connect to a sanitation district. Amara replied that we only had the initial application document from 1950. Tyler stated the septic system was failing so they were looking into options for tying into a sanitation district. Amara called Tyler to discuss the process of the transfer of title permit & tying into a sanitation district. Amara followed up the phone call with an email containing resources for City of Englewood & Sheridan Sanitation District #1.

4/4/24, 4/20/24 – Amara followed up with Tyler about contacting City of Englewood/Sheridan Sanitation District #1.

5/3/2024 – Tyler stated the owners had not yet contacted the city but they intended to. Tyler also stated that, at this time, the property was under contract.

5/6/24 – Amara replied to Tyler and also copied the owner (Cina - homerepairdrllc@yahoo.com) on the email, and stated that we will need documentation showing the home is connecting to sewer such as an application and permit from City of Englewood, emails regarding the connection, or some other documentation. Amara also reiterated that the inspection report (dated 3/19/23, possibly a typo as the inspection report notes the tank was pumped 3/19/24) notes the septic tank is failing & would need replaced so we want to be sure the home will have somewhere to safely process the sewage.

7/1/24 – Amara followed up with Tyler and Cina, asking how they are moving forward with the septic system. Tyler stated that the new owners are supposed to be tapping into the sanitation district, but he wasn't sure when or if the property had been sold yet. Amara

checked the assessor site, which showed the home sold 5/24/24. Amara then asked Tyler and Cina if they had contact information for the new owners because the house had already sold.

11/27/24 – Amara asked Diana (ACPH Sr. Water Quality Specialist) to confirm with her contacts if 3140 W Girard had tied into sewer as the home sold, the previous owners were no longer answering, and we had no contact information for the new owners.

12/3/24 – Diana's contacts from Sheridan Sanitation District #2 stated they haven't received any requests for connection at this address.

12/5/24 – Amara reached out to the realtor who sold this property to get contact information for the new owner. Amara then emailed the new owner (Michael Butler - mbutler451@gmail.com) stating that the transfer of title application we received stated the septic tank was failing. Amara explained that because the tank wasn't repaired, we didn't issue a transfer of title permit. Amara asked about the intention of tying into a sanitation district and stated that the sanitation district hadn't received an application yet.

12/12/24 – Michael replied via email stating he submitted a pre application to the county for a redevelopment for the new units he is proposing on this property and once he had the direction from the city, he would do the new sewer line for all units at one time.

12/13/24 – Amara called Michael & discussed the situation at this address. Amara explained that the inspection report stated the tank was failing & Michael needed to develop a plan to treat the sewage while in the process of redeveloping the property. Michael told Amara that the building department process would take 3 – 4 months to get approval and he was going to call out a pumper to periodically pump the tank. Amara followed up via email with the contact information for Septic Daddy as they had done the original inspection and pumping. Amara also linked the NAWT website for Michael to find other pumpers. Amara stated that moving forward with a pumping schedule will help reduce the load on the corroded septic tank and asked to send us the pump receipts. I asked how many occupants are currently in the home. Michael stated there were two adults and one child.

12/19/24 – Steven Chevalier, ACPH Environmental Health Manager, put Amara in contact with Will Morris from City of Englewood to ask about where this property is in the redevelopment process.

12/19/24 – Amara emailed Tyler, asking for the pump receipt.

12/19/24 – Amara emailed Michael to follow up about pumping the septic tank at this property and asked for the pump receipt. Amara stated that to develop a pumping

schedule, it would be helpful to monitor the water meter. Amara asked Michael to send us the water meter reading as it was that day and again in a week to work out how often the tank should be pumped. Amara stated that the building department process can take a bit of time and in the meantime, we wanted to figure out how to best handle the sewage while waiting to tie into city sewer. Michael replied with us copied on an email to Designs at Forty V (Ollie - info@fortyv.com), asking Ollie to reply to Amara's email. Ollie replied, attaching the transfer of title application, and stated that she would obtain an initial reading as well as another reading next Thursday and send them to us to develop a pumping schedule. Amara replied to Ollie, stating that the documents she sent were the same ones we received in March. Amara stated that we had also reached out to Tyler at Septic Daddy to get the pump receipt. Amara reiterated that, during the discussion the previous week with Michael, Michael had agreed to get the tank pumped earlier this week and that was the pump receipt that was requested. Ollie stated they have scheduled a company to come pump the tank for the following Monday (12/23/24).

12/23/24 – Amara emailed Will Morris, asking if they've received an application for redevelopment at this property.

12/26/24 – Amara emailed Michael and Ollie, asking for the pump receipt and water meter readings.

12/31/24 – Amara emailed Michael and Ollie again, asking for the pump receipt and water meter readings.

1/2/25 – Amara emailed Will Morris and the general community development email for City of Englewood to ask if they've received an application for the redevelopment at this property. City of Englewood replied stating this property was in unincorporated Arapahoe County. Steve emailed Ava Pecherzewski (Development Review Planning Manager at Public Works & Development, Arapahoe County) and Ernie Rose (Sr. Planner at Public Works & Development, Arapahoe County) stating he saw there was an active presubmittal case for property redevelopment which was filed 12/27/24. Steve asked if there was any information they could share regarding the redevelopment.

1/2/25 – Ollie stated Suc N Up was scheduled to come back the next week with another crew due to tree root and lid operation issues. Ollie stated she would send the water meter readings that afternoon.

1/3/25 – Ernie replied that ACPH could attend the presubmittal meeting to discuss the septic repair/sewer tie in.

1/9/25 – Amara attended the presubmittal meeting with the Planning Department, Michael and several other parties. Following the meeting, Amara documented the discussion

regarding the septic system and connecting to Sheridan Sanitation District #2 in a letter. The letter was sent to Ernie to be included with the other parties' letters which were sent to Michael.

1/17/25 – Ollie sent three invoices from Suc N Up. One showing Suc N Up went out for a service call 12/23/24 but was unable to pump the tank, a second invoice, dated 1/15/25, showing Suc N Up couldn't remove the lid and would return, and the third invoice, dated 1/15/25, showing the tank was pumped.

1/28/25 – Amara emailed Michael the letter summarizing our presubmittal comments from the meeting on 1/9/25. Amara asked Michael to review the letter & stated we would touch base later in the week to see how to move forward. Michael forwarded an email from Suc N Up which included the invoices that were previously received on 1/17/25 as well as a note from Suc N Up stating "Upon pumping 3140 W Girard Ave in Englewood, CO Suc N Up discovered a leach field issue. Suc N Up is recommending septic pump outs every 2-4 weeks to prevent any backflow into the home." Amara asked Michael if Suc N Up had elaborated on what the leach field issue was.

1/28/25 – Ollie left a voicemail on our general line, Amara called Ollie to discuss the repairs completed by Suc N Up on 1/15/25. During the phone call Ollie stated they thought Suc N Up completed the necessary repairs on the septic tank. Amara stated that the original inspection report from March 2024 showed the tank as failing and corroded. Amara stated that the remedy for this would be a full tank replacement. Amara followed up the phone call with an email, linking the repair verification form and use permit inspection form for Suc N Up to complete. Amara stated that if Suc N Up had indeed completed the repairs, they could fill out those forms. Amara also stated that (per the presubmittal comments letter) the function of the soil treatment area needed to be confirmed through a use permit inspection. Amara stated that Suc N Up could complete this & send us the forms.

1/29/25 – Ollie emailed stating we could receive the documents later that day.

1/30/25 – Amara emailed Ollie, saying we hadn't received anything.

2/5/25 – Ollie emailed stating an inspection had been scheduled for 2/11/25 and that she would provide an update after the inspection is done.

2/11/25 – Lacey from Suc N Up called to get records for 3140 W Girard, Amara emailed her the records.

2/13/25 – Amara issued an NOV (and an accompanying letter) and sent it via mail and email to Michael. The NOV gave a deadline of 48 hours from 2/13/25 to apply and pay for a repair permit.

2/17/25 – Michael emailed stating he had applied for financing to tie into the sanitation district and asked for contacts.

2/18/25 – Rachel Gamache, ACPH Water Quality Program, emailed Michael with contacts for the sewer district.

2/19/25 – Amara emailed Michael stating we received his notice regarding the intention to tie into city sewer. Amara stated ACPH is requiring proof of application submittal and fees paid within 48 hours of the email sent 2/19/25 and without such, Michael will remain in violation of 18.1.D of the Arapahoe County On-site Wastewater Regulations and the notice dated 2/13/25. Michael replied stating he had applied for a loan and will submit the application either 2/20/25 or 2/21/25. Michael also stated that he will have the tank pumped and send the receipt.

2/21/25 – Michael sent us the application for Sheridan Sanitation District #2 and asked for a contact for them. Amara replied stating the contact is at the bottom of the application page and that we need the receipt from Sheridan Sanitation District #2 showing they've received the application.

2/25/25 – Amara called the engineer at Sheridan Sanitation District #2, Rick, to discuss a timeline and see if they've received the application. Rick stated they haven't received the application and that the process can take as little as 30 days from receipt of application/fees to completing the sewer tap.

3/3/25 – A second Notice of Violation was emailed and mailed by Conner Gerken, Water Quality Program Supervisor to the property owner with the following message: Michael, In regard to the property located at 3140 W. Girard, due to noncompliance with the required corrective actions in the Notice of Violation issued on 2/13/2025 and follow-up email sent 2/19/2025: Arapahoe County Public Health is requiring proof of application submittal and fees paid to Sheridan #2 Sanitation District within 48 hours of receipt of this email, sent 3/3/25 at 8:45 AM; without such you will remain in violation of 18.1.D of the Arapahoe County Onsite Wastewater Regulations and the notice dated 2/13/25 and second notice dated 3/3/25. See attached Second Notice of Violation and Intent to Proceed with Enforcement. Feel free to reach out with any questions or concerns.

The property owner replied on 3/3/25 with the following: I am hoping to have my loan approved next week then I will start the sewer.

3/11/25 – Steve emailed and mailed Michael notice of BOH hearing on 3/19 at 3pm

3/12/25 – Amara and Conner went to 3140 W Girard for a Site Visit. Access was granted by tenant: Eddie Mendez. Septic tank was located approximately 45 feet south of the

residence. Septic effluent was observed actively surfacing from the septic tank. Septic tank was located approximately 5 feet from property line, no evidence of effluent was observed crossing onto downhill neighboring property.

3/13/25 – Conner emailed Michael regarding the site visit conducted on 3/12/25. The email included the requirements to be completed within 48 hours: Remediate the surfacing effluent, treat contaminated soil, fence off the tank from being accessed, and prohibit effluent from leaving the property. The property owner replied back with the following(including Designs at Forty V): Ollie, Please take care of this immediately. I am hoping funding for the loan will be done next week to hook up to the city.

Designs at Forty V(Ollie) responded: Thank you for the email. I will start handling this now.

Parcel ID: 1971-32-3-00-012
Owner: Housepurchase LLC
Address: 3140 W Girard Ave, Englewood 80110-1803

[Assessor Property Information](#)
[Property Taxation Information](#)

W Girard Ave

rd Ave

W Girard Ave

S Hazel Ct

3400 S

S Hazel C

W Girard Ave



3140 W Girard Ave



3140 W Girard Ave

Building

- Directions
- Save
- Nearby
- Send to phone
- Share

- 3140 W Girard Ave, Englewood, CO 80110
- Suggest an edit on 3140 W Girard Ave
- Add a missing place
- Add your business
- Add a label
- Your Maps activity

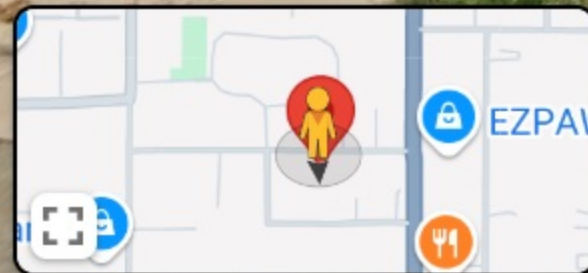
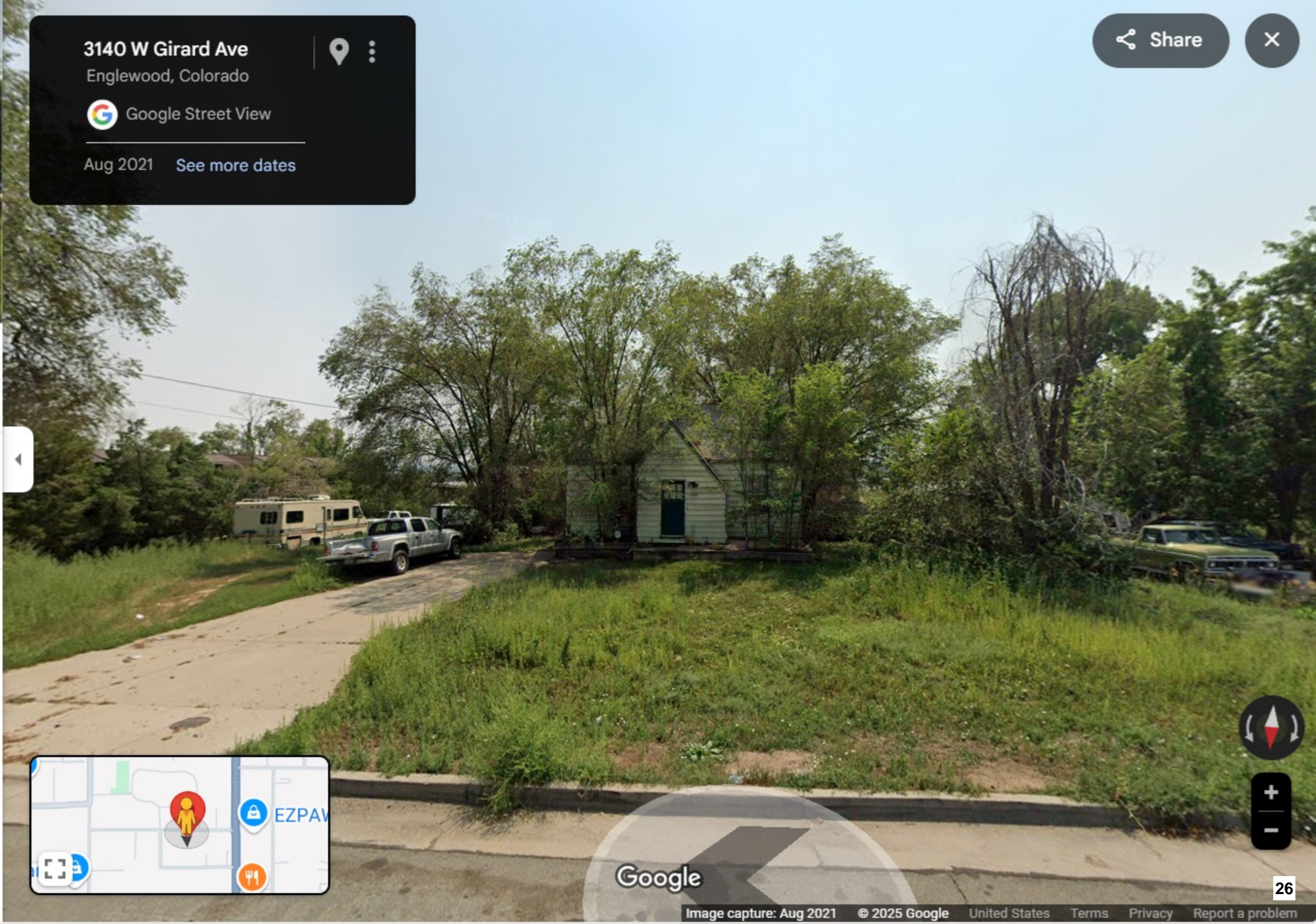
3140 W Girard Ave

Englewood, Colorado

Google Street View

Aug 2021 [See more dates](#)

Share



Google



COLORADO ENGINEERING & SURVEYING, INC.

Surveying Colorado Since 1972
www.copls.com

NO. 2024-1220
FT REALTY

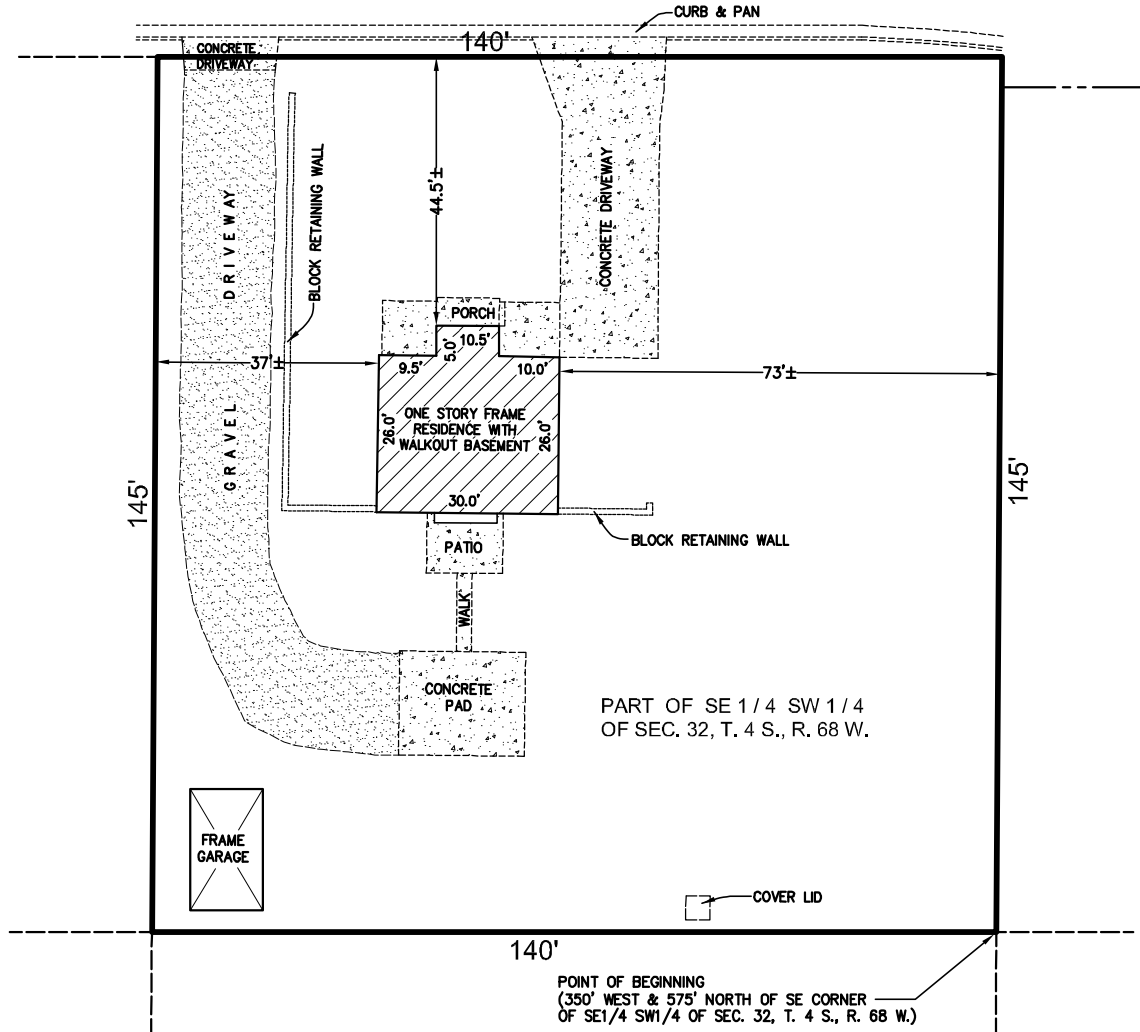
P. O. Box 2465, Littleton, Colorado 80161

SCALE 1" = 25'

PHONE: (303) 761-8055

FAX: (303) 761-0841

WEST GIRARD AVENUE
(RIGHT OF WAY WIDTH VARIES)



LEGAL DESCRIPTION:

PER TITLE COMMITMENT NO. 598-HS0831188-002 BY HERITAGE TITLE COMPANY

THAT PART OF THE SE1/4 SW1/4 OF SECTION 32, TOWNSHIP 4 SOUTH, RANGE 68 WEST OF THE 6TH P.M., MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT WHICH IS 350 FEET WEST AND 575 FEET NORTH OF THE SOUTHEAST CORNER OF SAID SE1/4 OF SW1/4, THENCE NORTH 145 FEET; THENCE WEST 140 FEET; THENCE SOUTH 145 FEET; THENCE EAST 140 FEET TO POINT OF BEGINNING, COUNTY OF ARAPAHOE, STATE OF COLORADO.

ALSO KNOWN AS: 3140 WEST GIRARD AVENUE

IMPROVEMENT LOCATION CERTIFICATE

I hereby certify that this improvement location certificate was prepared for FT REALTY

that it is not a land survey plat or improvement survey plat, and that it is not to be relied upon for the establishment of fence, building, or other future improvement lines.

This certificate is valid only for use by FT REALTY

and describes the parcel's appearance on APRIL 26, 2024

I further certify that the improvements on the above described parcel on this date APRIL 26, 2024 except utility connections, are entirely within the boundaries of the parcel, except as shown, that there are no encroachments upon the described premises by improvements on any adjoining premises, except as indicated, and that there is no concealed evidence or sign of any easement crossing or burdening any part of said parcel, except as noted.

I further certify that the location of improvements shown hereon are based upon the location of monuments in the area, and that this document does not purport to be an Improvement Survey Plat, and is subject to any inaccuracies that a subsequent Improvement Survey Plat would disclose. The surveyor makes no warranty or representation concerning fences and their location in relation to the boundary lines, unless specifically noted.

Evidence used to determine the apparent deed lines:

As shown and stated on this drawing as "Found", if no monuments were found at the subject property, the apparent deed lines were based upon an analytical correlation between occupation lines, as built improvements (public & private), street right-of-way lines, etc., An Improvement Survey Plat may yield different results.

Record title, Deed and Legal Description:

This information was supplied to Colorado Engineering & Surveying; no title search was conducted by CES.

All information to deed lines and easements were derived from the recorded plat, unless otherwise noted and stated.

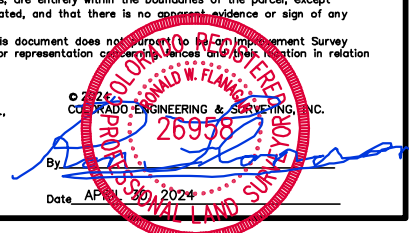
This document is protected under the laws of the Federal Copyright Act. This drawing shall not be used by the client or any other party for ANY purpose other than that which the drawing was prepared. The absence of RED stamped seal indicates an unauthorized reproduction, and no certification extends to the person holding such a copy.

COLORADO ENGINEERING & SURVEYING, INC.

26958

By

Date APR 26, 2024





Permit # _____

USE PERMIT APPLICATION FOR AN ON-SITE WASTEWATER TREATMENT SYSTEM (OWTS)

IMPORTANT NOTE: All items listed below MUST be completed and submitted at the same time:

- Arapahoe County Public Health Use Permit Application form AND Application fee.
- Arapahoe County Public Health Inspection Report completed by a CERTIFIED inspector (an inspection report completed by an uncertified inspector will NOT be accepted). If multiple OWTS systems serve the property, then a separate inspection report and fee for each OWTS system must be submitted.
- Copy of the most recent septic tank pumper's receipt (if available).
- If the OWTS system needs to be repaired, then a Minor or Major Repair Permit Fee may be applicable.

(PERMIT FEE IS NON-REFUNDABLE)

Submit electronically to water@arapahoegov.com

Completion of All Fields is Required

Application Date: _____

PROPERTY FOR WHICH PERMIT IS REQUESTED

Address: _____

City: _____ State: _____ Zip: _____

Parcel Number (APN): _____ Lot Size in Acres: _____

Current Property Owner Name: _____

Owner Phone: _____ Owner Email: _____

County: _____

Name of Applicant: _____

Address: _____

City: _____ State: _____ Zip: _____

Applicant Phone: _____ Email: _____

Dwelling Type: Single Family Multi-Family Commercial Other _____

Number of Bedrooms (existing): _____

Water Supply: Public Community Private Well Public Non-Community Unknown
 Other

Is more than one building connected to the one OWTS system? Yes No

Are multiple OWTS serving the property? Yes No *(Complete a separate inspection form and fee for each OWTS)*

Reason for Use Permit (Check One): Sale Bedrooms Added (# Added _____)

Change in Use (Commercial or Business) Addition of Mobile Home

Other (explain): _____

Use Permit Inspector

Name: _____ Phone: _____ Email: _____

National Association of Wastewater Technicians (NAWT) Certification Number: _____



Use Permit Inspection Form

Date of Inspection: _____

Use Permit Inspection Information

IMPORTANT NOTE: This Arapahoe Public Health (ACPH) Inspection Form must be completed by a **CERTIFIED** inspector. An Inspection report completed by **UNCERTIFIED** inspector(s) will **NOT** be accepted.

Name: _____ Phone: _____ Email: _____

National Association of Wastewater Technicians (NAWT) (or other approved) Certification

Number: _____ If Other, certifying entity: _____

Owner and Property Information

Owners Name: _____ Phone: _____ Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Address of Property for which Use Permit is requested (if different from above):

City: _____ Colorado Zip: _____

Section 1: Tanks

Tank 1

Tank Size (gallons): _____

Does this match ACPH records? Yes No

Type: Concrete Polyethylene Fiberglass Other

Was tank pumped? Yes No

If yes: Date Pumped: _____ Pumped by: _____

Attach copy of pump receipt

Yes No

- Is the tank in good condition such that the tank functions are not compromised?
- Is the tank a two compartment tank?
 Tees Baffles (check one)
- If Tees or Baffles, are they in good condition?
- Is top of tank or riser to grade?
- Are the risers in good condition such that their function is not compromised?
- Is the lid (riser or manhole) in good condition?
- Does lid have a secure closing mechanism or sufficient weight to prevent unauthorized access?

(Tank 1 information continued on next page)

Tank 2

Check if Not Applicable (N/A)

Tank Size (gallons): _____

Does this match ACPH records? Yes No

Type: Concrete Polyethylene Fiberglass Other

Was tank pumped? Yes No

If yes: Date Pumped: _____ Pumped by: _____

Attach copy of pump receipt

Yes No

- Is the tank in good condition such that the tank functions are not compromised?
- Is the tank a two compartment tank?
 Tees Baffles (check one)
- If Tees or Baffles, are they in good condition?
- Is top of tank or riser to grade?
- Are the risers in good condition such that their function is not compromised?
- Is the lid (riser or manhole) in good condition?
- Does lid have a secure closing mechanism or sufficient weight to prevent unauthorized access?

(Tank 2 information continued on next page)

Property Address: _____

Tank 1 (continued)

- | Yes | No | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Was tank water level above the outlet invert? |
| <input type="checkbox"/> | <input type="checkbox"/> | Was tank water level below the outlet invert? |
| <input type="checkbox"/> | <input type="checkbox"/> | Does tank have an effluent filter(s)? |
| <input type="checkbox"/> | <input type="checkbox"/> | If YES, is the filter accessible for cleaning? |
| <input type="checkbox"/> | <input type="checkbox"/> | If YES, is the filter clean and in good condition? |

Tank 2 (continued)

- | Yes | No | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Was tank water level above the outlet invert? |
| <input type="checkbox"/> | <input type="checkbox"/> | Was tank water level below the outlet invert? |
| <input type="checkbox"/> | <input type="checkbox"/> | Does tank have an effluent filter(s)? |
| <input type="checkbox"/> | <input type="checkbox"/> | If YES, is the filter accessible for cleaning? |
| <input type="checkbox"/> | <input type="checkbox"/> | If YES, is the filter clean and in good condition? |

Comments:

◆◆◆ Are additional tanks installed? Yes No—If YES, complete another use permit inspection form for the additional tanks. ◆◆◆

Is system equipped with a Siphon, Pumps & Floats or Controls?

Yes No
(If "Yes" complete Section 2)

Section 2: Dosing Systems

Dosing Unit: Siphon Pump

Note: N/A answers apply to a siphon only

N/A Yes No

- | | | | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is siphon or pump operational? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are floats properly tethered and operational? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the junction box (J-Box) approved for use? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If Yes, are J-Box and wiring properly installed and functional? |

N/A Yes No

- | | | | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is there an audio visual alarm? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If alarm, is alarm operational? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is pump in a screened vault? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If Yes, is the vault in acceptable condition and screen clean? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is there a means to disconnect house power supply to junction box or control panel? |

Comments:

System Utilizes Uniform or Pressure Dosing, or is a Low Pressure Pipe or Drip Irrigation

Yes No
(If "Yes" complete Section 2A)

Section 2A: Pressure Dosed, Non-Pressurized Drip Dispersal System (NDDS) or Drip Irrigation Systems

N/A Yes No

- | | | | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are the distribution valves in a box or vault? |
| | <input type="checkbox"/> | <input type="checkbox"/> | If Yes, is the box or vault in acceptable condition? |
| | <input type="checkbox"/> | <input type="checkbox"/> | Are the distribution valves operational? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If Pressure dosed, NDDS, or Drip Irrigation, are risers at ends of zones in good condition? |

Yes No

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Is there an automatic distribution valve (ADV)? |
| <input type="checkbox"/> | <input type="checkbox"/> | If Yes, is the ADV working properly? |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the system equipped with flushing valves? |
| <input type="checkbox"/> | <input type="checkbox"/> | If Yes, are the flushing valves accessible and operational? |

Comments:

Property Address: _____

Is System Equipped with a Secondary Treatment Unit?

Yes

No

(If "Yes" complete Section 3)

Section 3: Secondary Treatment

Type of Unit:

ATU RSF ISF Textile Fiber Peat Filter Other

If other, indicate type: _____

Yes No

Is secondary treatment unit operating properly?

Yes No

Is there a current operation and maintenance (O&M) contract?

If Yes, when was system last inspected?

_____/_____/_____

Comments:

Section 4: Absorption Area (Required for all Systems)

Yes No

Is absorption area covered with snow?

Are there odors?

Are there wet areas on ground surface?

Is irrigated landscaping planted over absorption area?

Is surface drainage adequate to protect absorption area?

Is vegetative cover adequate to protect absorption area from excessive erosion?

Is vegetative cover excessive?

Comments:

Yes No

Are driveways, horse corrals, patios, or pools constructed over the septic tank or absorption area?

Are there observation pipes in the absorption area?
If Yes, how many? _____

If observation pipes, is there standing effluent in observation pipes?

Is system equipped with a distribution box?

If there is a distribution box, is it to grade?

If distribution box is accessible, is it in good condition and are the outlets level?

Section 5: Building Sewer (Required for all Systems)

Yes No

Is there a cleanout(s) on the building sewer from house to septic tank?

If Yes, state location of cleanouts or show on system diagram _____

Is there any evidence of damage, plugging or settlement of the building sewer from house to first septic tank?

Is there any evidence of damage, plugging or settlement of the building sewer from the septic tank to the absorption area?

Comments:

Yes No

If system is equipped with a pump, is there any evidence of damage, plugging or settlement of the pump line (force main) from the septic tank to the absorption area?

If Yes, explain what was noted:

If system has more than one tank, is there any evidence of damage, plugging or settlement of the building sewer between the tanks?

Property Address: _____

Section 6: General Questions and Inspector Comments (Required for All Systems)

Is the property Vacant Occupied If vacant, how long? _____

Yes No

Is property served by a well?

Is there a system diagram (as-built diagram)?

If Yes, is diagram accurate?

If No, diagram exists or if the diagram is inaccurate, please provide a system diagram on ACPH Form S-103.

Is the public sewer within 400 feet of the property?

Does the entire system meet all required set-backs as per ACPH Regulation for On-site Wastewater Treatment Systems (OWTS)?
(If No, provide detailed information in Comments and indicate on diagram)

Comments:

Yes No

In my opinion, at the time of the inspection, the OWTS has deficiencies that require repairs.

IMPORTANT NOTE:

All non-permitted repairs must be documented on ACPH Form S-406

Yes No

In my opinion, at the time of the inspection, the OWTS is functioning adequately.

Inspector Signature

Date



ARAPAHOE COUNTY PUBLIC HEALTH

Permit # _____

USE PERMIT APPLICATION FOR AN ON-SITE WASTEWATER TREATMENT SYSTEM (OWTS)

IMPORTANT NOTE: All items listed below **MUST** be completed and submitted at the same time:

- Arapahoe County Public Health Use Permit Application form AND Application fee.
- Arapahoe County Public Health Inspection Report completed by a CERTIFIED inspector (an inspection report completed by an uncertified inspector will NOT be accepted). If multiple OWTS systems serve the property, then a separate inspection report and fee for each OWTS system must be submitted.
- Copy of the most recent septic tank pumper's receipt (if available).
- If the OWTS system needs to be repaired, then a Minor or Major Repair Permit Fee may be applicable.

(PERMIT FEE IS NON-REFUNDABLE)

Submit electronically to water@arapahoegov.com

Completion of All Fields is Required

Application Date: 2/11/25

PROPERTY FOR WHICH PERMIT IS REQUESTED

Address: 3140 Girard Ave.

City: Englewood State: CO Zip: 80110

Parcel Number (APN): _____ Lot Size in Acres: 46

Current Property Owner Name: Parker Consultants

Owner Phone: 970-501-6216 Owner Email: info@fortyv.com

County: Arapahoe

Name of Applicant: Pamela Cheney

Address: PO Box 964

City: Longmont State: CO Zip: 80502

Applicant Phone: 720-289-6210 Email: info@sucnup.com

Dwelling Type: Single Family Multi-Family Commercial Other _____

Number of Bedrooms (existing): 4

Water Supply: Public Community Private Well Public Non-Community Unknown

Other

Is more than one building connected to the one OWTS system? Yes No

Are multiple OWTS serving the property? Yes No (Complete a separate inspection form and fee for each OWTS)

Reason for Use Permit (Check One): Sale Bedrooms Added (# Added _____)

Change in Use (Commercial or Business) Addition of Mobile Home

Other (explain): _____

Use Permit Inspector

Name: Lacey Walker Phone: 720-289-6210 Email: info@sucnup.com

National Association of Wastewater Technicians (NAWT) Certification Number: 17368 ITC



Use Permit Inspection Form

Date of Inspection: 2/11/25

Use Permit Inspection Information

IMPORTANT NOTE: This Arapahoe Public Health (ACPH) Inspection Form must be completed by a CERTIFIED inspector. An inspection report completed by UNCERTIFIED inspector(s) will NOT be accepted.

Name: Lacey Walker Phone: 720-289-6210 Email: info@sucnup.com

National Association of Wastewater Technicians (NAWT) (or other approved) Certification

Number: 17368 ITC If Other, certifying entity:

Owner and Property Information

Owners Name: Parker Consultants Phone: 970-501-6216 Email: info@fortyv.com

Address: 3140 Girard Ave

City: Englewood State: CO Zip: 80110

Address of Property for which Use Permit is requested (if different from above):

City: Colorado Zip:

Section 1: Tanks

Tank 1

Tank 2

Check if Not Applicable (N/A)

Tank Size (gallons): 1500

Tank Size (gallons):

Does this match ACPH records? Yes No

Does this match ACPH records? Yes No

Type: Concrete Polyethylene Fiberglass Other

Type: Concrete Polyethylene Fiberglass Other

Was tank pumped? Yes No

Was tank pumped? Yes No

If yes: Date Pumped: 2/11/25 Pumped by: SUC N UP

If yes: Date Pumped: Pumped by:

Attach copy of pump receipt

Attach copy of pump receipt

Yes No

Yes No

- Is the tank in good condition such that the tank functions are not compromised?
Is the tank a two compartment tank?
Tees Baffles (check one)
If Tees or Baffles, are they in good condition?
Is top of tank or riser to grade?
Are the risers in good condition such that their function is not compromised?
Is the lid (riser or manhole) in good condition?
Does lid have a secure closing mechanism or sufficient weight to prevent unauthorized access?

- Is the tank in good condition such that the tank functions are not compromised?
Is the tank a two compartment tank?
Tees Baffles (check one)
If Tees or Baffles, are they in good condition?
Is top of tank or riser to grade?
Are the risers in good condition such that their function is not compromised?
Is the lid (riser or manhole) in good condition?
Does lid have a secure closing mechanism or sufficient weight to prevent unauthorized access?

(Tank 1 information continued on next page)

(Tank 2 information continued on next page)

Tank 1 (continued)

Tank 2 (continued)

- | Yes | No | |
|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Was tank water level above the outlet invert? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Was tank water level below the outlet invert? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Does tank have an effluent filter(s)? |
| <input type="checkbox"/> | <input type="checkbox"/> | If YES, is the filter accessible for cleaning? |
| <input type="checkbox"/> | <input type="checkbox"/> | If YES, is the filter clean and in good condition? |

- | Yes | No | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Was tank water level above the outlet invert? |
| <input type="checkbox"/> | <input type="checkbox"/> | Was tank water level below the outlet invert? |
| <input type="checkbox"/> | <input type="checkbox"/> | Does tank have an effluent filter(s)? |
| <input type="checkbox"/> | <input type="checkbox"/> | If YES, is the filter accessible for cleaning? |
| <input type="checkbox"/> | <input type="checkbox"/> | If YES, is the filter clean and in good condition? |

Comments: Tank lid was covered by sewage seeping out of system, tank has corroding of brick on inside of tank.

◆◆◆ Are additional tanks installed? Yes No—if YES, complete another use permit inspection form for the additional tanks. ◆◆◆

Is system equipped with a Siphon, Pumps & Floats or Controls?

Yes No

(If "Yes" complete Section 2)

Section 2: Dosing Systems

Dosing Unit: Siphon Pump

Note: N/A answers apply to a siphon only

- | N/A | Yes | No | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is siphon or pump operational? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are floats properly tethered and operational? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the junction box (J-Box) approved for use? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If Yes, are J-Box and wiring properly installed and functional? |

- | N/A | Yes | No | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is there an audio visual alarm? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If alarm, is alarm operational? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is pump in a screened vault? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If Yes, is the vault in acceptable condition and screen clean? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is there a means to disconnect house power supply to junction box or control panel? |

Comments:

System Utilizes Uniform or Pressure Dosing, or is a Low Pressure Pipe or Drip Irrigation

Yes No

(If "Yes" complete Section 2A)

Section 2A: Pressure Dosed, Non-Pressurized Drip Dispersal System (NDDS) or Drip Irrigation Systems

- | N/A | Yes | No | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are the distribution valves in a box or vault? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If Yes, is the box or vault in acceptable condition? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are the distribution valves operational? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If Pressure dosed, NDDS, or Drip Irrigation, are risers at ends of zones in good condition? |

- | Yes | No | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Is there an automatic distribution valve (ADV)? |
| <input type="checkbox"/> | <input type="checkbox"/> | If Yes, is the ADV working properly? |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the system equipped with flushing valves? |
| <input type="checkbox"/> | <input type="checkbox"/> | If Yes, are the flushing valves accessible and operational? |

Comments:

Property Address: 3140 Girard Ave, Englewood

Is System Equipped with a Secondary Treatment Unit?

Yes

No

(If "Yes" complete Section 3)

Section 3: Secondary Treatment

Type of Unit:

ATU RSF ISF Textile Fiber Peat Filter Other

If other, indicate type: _____

Yes No

Is secondary treatment unit operating properly?

Yes No

Is there a current operation and maintenance (O&M) contract?

If Yes, when was system last inspected?

_____/_____/_____

Comments:

Section 4: Absorption Area (Required for all Systems)

Yes No

Is absorption area covered with snow?

Are there odors?

Are there wet areas on ground surface?

Is irrigated landscaping planted over absorption area?

Is surface drainage adequate to protect absorption area?

Is vegetative cover adequate to protect absorption area from excessive erosion?

Is vegetative cover excessive?

Yes No

Are driveways, horse corrals, patios, or pools constructed over the septic tank or absorption area?

Are there observation pipes in the absorption area?
If Yes, how many? _____

If observation pipes, is there standing effluent in observation pipes?

Is system equipped with a distribution box?

If there is a distribution box, is it to grade?

If distribution box is accessible, is it in good condition and are the outlets level?

Comments: There is no distribution box. Cars/trailers parked on leach field no sewage is draining into leach field.

Section 5: Building Sewer (Required for all Systems)

Yes No

Is there a cleanout(s) on the building sewer from house to septic tank?

If Yes, state location of cleanouts or show on system diagram Unable to locate at inspection

Is there any evidence of damage, plugging or settlement of the building sewer from house to first septic tank?

Is there any evidence of damage, plugging or settlement of the building sewer from the septic tank to the absorption area?

Yes No

If system is equipped with a pump, is there any evidence of damage, plugging or settlement of the pump line (force main) from the septic tank to the absorption area?

If Yes, explain what was noted:

If system has more than one tank, is there any evidence of damage, plugging or settlement of the building sewer between the tanks?

Comments: unable to locate cleanout on building.

Property Address: 3140 Girard Ave, Englewood

Section 6: General Questions and Inspector Comments (Required for All Systems)

Is the property Vacant Occupied If vacant, how long? _____

Yes No

- Is property served by a well?
- Is there a system diagram (as-built diagram)?
- If Yes, is diagram accurate?
If No, diagram exists or if the diagram is inaccurate, please provide a system diagram on ACPH Form S-103.
- Is the public sewer within 400 feet of the property?
- Does the entire system meet all required set-backs as per ACPH Regulation for On-site Wastewater Treatment Systems (OWTS)?
(If No, provide detailed information in Comments and indicate on diagram)

Comments: System is not draining properly, when we arrived sewage was covering lid. Cars/trailers parked on leach field.

Tree roots were found & removed prior to inspection.

Yes No

- In my opinion, at the time of the inspection, the OWTS has deficiencies that require repairs.

IMPORTANT NOTE:

All non-permitted repairs must be documented on ACPH Form S-406

Yes No

- In my opinion, at the time of the inspection, the OWTS is functioning adequately.

Larry Wein
Inspector Signature

2/11/25
Date



Property Address 3140 Girard Ave

Permit # _____

System Completion Date _____

Installer Name _____

Installer License # _____

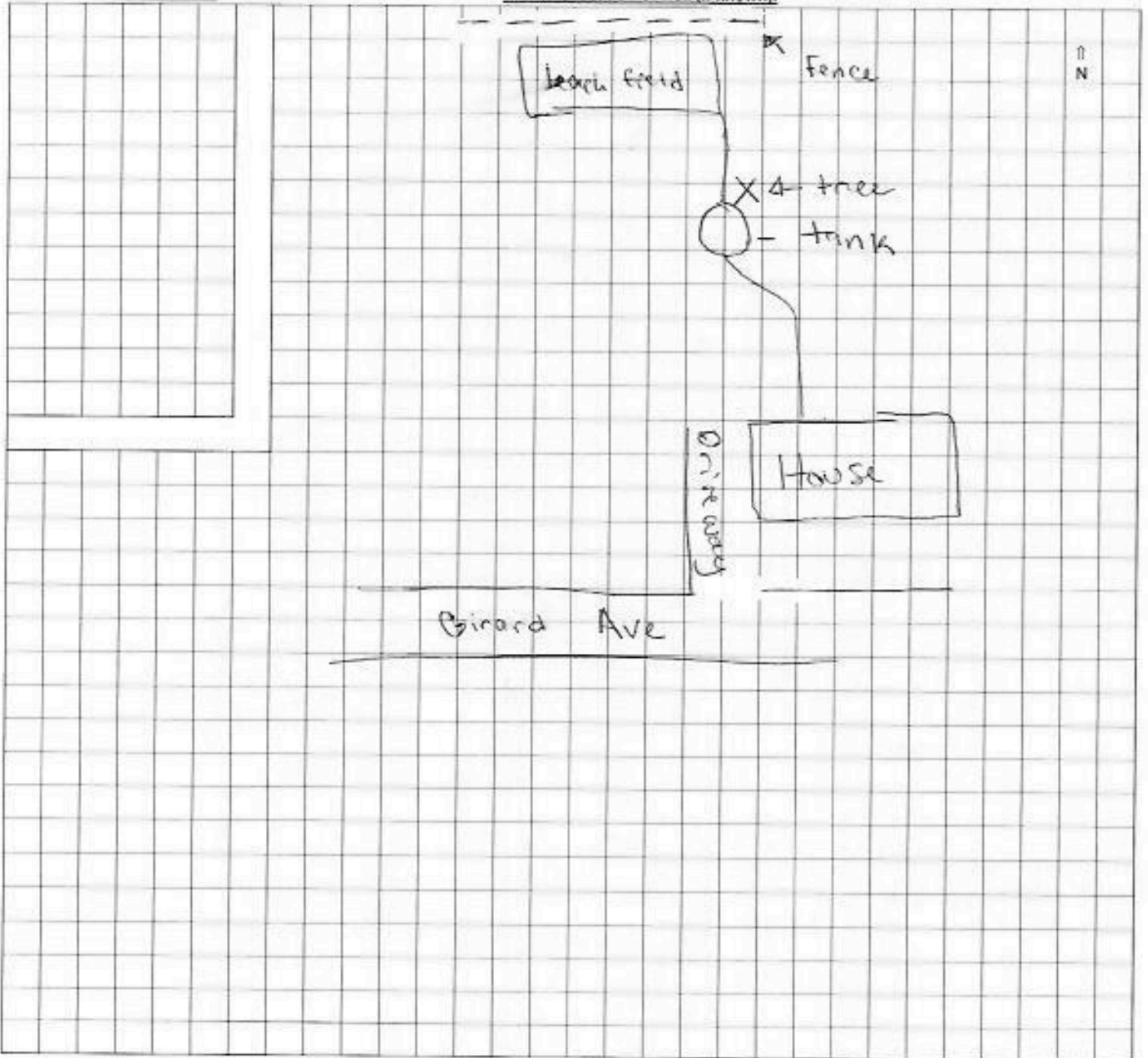
Installer Address _____

Installer Phone _____

**On-site Wastewater
Treatment System
Record Drawing**

Table of horizontal distances

Indicate location of well (if known).





Invoice

Suc N Up LLC
 PO Box 964
 Longmont CO 80502
 (720) 289-6210

info@sucnup.com

Date	Number	Terms
2/12/2025	22052	Due on receipt

Service Address

Parker Consultants
 3140 W Girard Ave
 Englewood CO 80110-1803

Billing Address

3140 W Girard Ave
 Englewood CO 80110-1803

 **This Invoice is PAID IN FULL**

Item	Quantity	UOM	Rate	Amount
Septic Tank Pump Out 1500 Gallons	1.00	EA	\$575.00	\$575.00
Inspections	1.00	EA	\$350.00	\$350.00
Inspection Filing Fee	1.00	EA	\$85.00	\$85.00

Subtotal:	\$1,010.00
Sales Tax:	\$0.00
Total:	\$1,010.00
Payments:	\$1,010.00
Balance Due:	\$0.00

Terms and Conditions

Levi Lara

kayla@sucnup.com



January 10, 2025

To: Ernie Rose [erose2@arapahoegov.com]
CC: Steven Chevalier [schevalier@arapahoegov.com]

Subject: Q24-109, Presubmittal Summary Comments, 3140 W. Girard Ave

Dear Michael Butler:

Arapahoe County Public Health (ACPH) requires all homes with a septic system to have a current use permit. The owner of the property at 3140 W. Girard Ave did not obtain a use permit at the time of sale in May, 2024, in violation of [ACPH Onsite Wastewater Treatment \(OWTS\) Regulation](#), Section 4.

As discussed at the January 9, 2025 Q24-109 presubmittal application meeting with representatives of Arapahoe County Public Works, Sheridan Sanitation District No. 2, Southeast Metro Stormwater Authority and South Metro Fire Rescue, the property owner has two options to satisfy compliance with the ACPH OWTS Regulations:

1. Repair or replace the existing septic tank through [ACPH OWTS repair permit](#) using an [ACPH licensed septic installer](#) & confirm the function of the soil treatment area through a [use permit inspection](#) by a [NAWT Certified Inspector](#) or
2. Connect to Sheridan Sanitation District No. 2

From the January 9, 2025 meeting, ACPH understands the intention of the applicant is to develop the property and tie sewer into Sheridan Sanitation District No. 2 at that time. However, given the length of time this process can take, compliance with the ACPH OWTS regulations and the adequate treatment of sewage created from the residence is required to protect both the public health and environment.

Given that the septic inspection report from March, 2024 submitted to ACPH states the tank is no longer in good condition and the function of the soil treatment area could not be adequately assessed, the property is in violation of [ACPH OWTS Regulation](#) Section 4.8 and requires immediate repair.

If you have any questions, please feel free to contact me, Amara Thomas at water@arapahoegov.com.

Regards,

Amara Thomas
Environmental Health Specialist
Arapahoe County Public Health

ACPH-2025-00001



February 13, 2025

To: Michael Butler
Delivery: Certified Mail

Subject: OWTS000010922, Transfer of Title (TOT), 3140 W. Girard Ave, Englewood CO 80110

Dear Michael:

Per my voicemail, left at (719) 445-9195 at 3:03 PM on 2/13/25, wherein I discussed the most recent use permit inspection report of the septic system at 3140 W Girard Ave, which was conducted by Suc N Up on 2/11/25, you are required to apply for a repair permit within 48 hours of 2/13/25. The use permit inspection report documented that the tank has failed, it is actively backing up and discharging onto the ground surface and the soil treatment area is no longer accepting effluent.

Arapahoe County Public Health (ACPH) has issued to the above property owner the accompanying Notice of Violation (NOV) for the following violations of Arapahoe County On-Site Wastewater Regulations:

- Section 18.1.D: No person shall construct or maintain any dwelling or other occupied structure which is not equipped with adequate facilities for the sanitary disposal of sewage.

Corrective Actions:

- Apply and pay for an Onsite Wastewater Treatment System (OWTS) repair permit application with Arapahoe County Public Health within 48 hours of 2/13/25.
- Submit all necessary documents for the Onsite Wastewater Treatment System (OWTS) repair permit application.
- Upon receipt of this notice, you shall immediately take all necessary action to keep sewage off the surface of the ground. Such action includes pumping the contents of any septic tank as often as needed to prevent surfacing sewage, fence off the affected area that has been treated with lime, and till the applied lime into the ground. See also [CDPHE's Sewage backup cleanup guidance for homeowners.](#)
- Receive certificate of use from Arapahoe County Public Health following required permitted repairs.

If you have any questions, please feel free to contact me, Amara Thomas at water@arapahoegov.com

Regards,

Amara Thomas
Environmental Health Specialist
Arapahoe County Public Health

Enclo. ACPH Notice of Violation

CC: Conner Gerken, Arapahoe County Environmental Health Supervisor
Steven Chevalier, Arapahoe County Environmental Health Manager;
Monica Kovaci, Senior Assist Arapahoe County Attorney

More Information:

Online Permit Application: <https://myhealthdepartment.com/acph>

Information on Environmental Health programs: <https://tinyurl.com/mr38rutv>

CDPHE Solid Waste Cleanup: <https://cdphe.colorado.gov/hm/swguidance>



ARAPAHOE COUNTY
PUBLIC HEALTH

Official Notice of Violation
On-Site Wastewater Treatment Systems (OWTS)

To: Homeowner Occupant Installer Cleaner
Name: Michael Butler
Address: 3140 W. Girard Ave
City: Englewood State: CO Zip: 80110

The violation of ACPH OWTS Regulation, effective date December 10, 2022 consists of the following (indicated by an):

- Section 3.1**
No person or persons shall install, alter, repair or use an On-Site Wastewater Treatment System (OWTS) within the county of Arapahoe, State of Colorado, unless such person holds a valid permit, issued by the Department in the name of the property owner for the specific construction, remodeling, installation, or use, proposed at the location described on the permit.
- Section 3.5.B**
No change of design of an OWTS after the permit has been issued shall be made unless authorized in writing by the Department.
- Section 3.13.A**
It is the responsibility of the system contractor to notify the Department when construction, installation, alteration, or repair had been sufficiently completed to allow inspection of the conventional system before the system is placed in use.
- Section 3.14.A**
It is the responsibility of the systems contractor to notify the professional engineer and the Department when construction, installation, alteration, or repair has been sufficiently completed to allow inspection of the engineered system before the system is placed in use.
- Section 5.1.C**
A Use Permit shall be maintained and renewed until the system is either abandoned or the Department authorizes the decommissioning or removal of the **higher-level treatment unit**.
- Section 7.1.A**
No person shall install, alter, or repair an OWTS unless he holds a valid Systems Contractor License issued by the Department.
- Section 7.2.A**
No person shall engage in the cleaning of OWTS Systems or the transportation of sewage to a disposal site unless he holds a valid Systems Cleaner License issued by the Department.
- Section 18.1.D**
No person shall construct or maintain any dwelling or other occupied structure which is not equipped with adequate facilities for the sanitary disposal of sewage.
- Section 18.1.E**
All persons shall dispose of septage removed from systems in the process of maintenance or cleaning at an approved site and in an approved manner.
- Section _____**

Description of the Violation: As per SucNUp's inspection report, dated 2/11/25, the septic tank is failing, it is actively backing up and discharging onto the ground surface and the soil treatment area is no longer accepting effluent.
Corrective Actions Required: Apply & pay for on Onsite Wastewater Treatment System (OWTS) repair permit application w/ Arapahoe County Public Health within 48 hours of 2/13/2025.

Official Notice Issued by:
Annara Thomas
Environmental Health Specialist (Print)
Annara Thomas
Environmental Health Specialist (Signature)
Date Notice Given: 2/13/2025

Compliance Deadline:
2/15/2025

Official Notice Received by:

Owner/Occupant/Installer/Cleaner (Print)

Owner/Occupant/Installer/Cleaner (Signature)
Date Notice Received: _____



Re: Notice of Violation (NOV) at 3140 W Girard Ave enclosed

From Michael Butler <mbutler451@gmail.com>

Date Wed 2/19/2025 6:57 PM

To WATER <water@arapahoegov.com>; Designs at Forty V <info@fortyv.com>

Cc Conner Gerken <CGerken@arapahoegov.com>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Amara,

I have applied for a bank loan to fix the property so I am awaiting a response from them. I will apply for the application tomorrow or the latest Friday if the fees are available to get started now without the bank loan. As of now, I will have the tank pumped and send you a receipt.

This all is a surprise to me as far as the damage to the system was so I am working to do my best.

To Life,
Michael

On Wed, Feb 19, 2025, 3:36 PM WATER <water@arapahoegov.com> wrote:

Michael

We received your notice that your intention for the property, [3140 W Girard Ave, Englewood, CO 80110](#), is to tie into Sheridan #2 Sanitation District.

Arapahoe County Public Health is requiring proof of application submittal and fees paid to Sheridan #2 Sanitation District within 48 hours of receipt of this email, sent 2/19/25 at 3:35PM; without such you will remain in violation of 18.1.D of the Arapahoe County On-site Wastewater Regulations and the notice dated 2/13/25.

Appropriate actions shall be taken to minimize any nuisance, such action includes pumping the contents of any septic tank as often as needed to prevent surfacing sewage, fence off the affected area that has been treated with lime, and till the applied lime into the ground. Any nuisance, such as allowing sewage surfacing onto the ground, can result in enforcement action as outlined in [Arapahoe County Public Health On-site Wastewater Regulations, Section 19 - Enforcement](#).

Sincerely,
Amara

**ARAPAHOE COUNTY****Water Quality Program**

Division of Health Protection and Response

Arapahoe County Public Health

15400 E 14th Pl | Aurora, CO 80011

M: 303-795-4584

Arapahoeco.gov | [Facebook](#) | [X](#) | [Instagram](#) | [Nextdoor](#) | [YouTube](#)[Upcoming Holiday Closures](#)*Please tell us how we are doing and take our satisfaction [survey](#).***From:** WATER <water@arapahoegov.com>**Sent:** Tuesday, February 18, 2025 8:27 AM**To:** Michael Butler <mbutler451@gmail.com>**Cc:** Nic Carlson <Nicholas.Carlson@claconnect.com>; Rick Goncalves <rickg@rgengineers.com>**Subject:** Fw: Notice of Violation (NOV) at 3140 W Girard Ave enclosed

Good morning,

Thank you for letting us know you intend to hook up to the city sewer system. Please let us know for our records when 3140 W Girard Ave gets connected to sewer as Arapahoe County Public Health will continue to follow up until we learn the home has adequate facilities for the sanitary disposal of sewage.

Cc'd on this email are the contacts to [tap into sewer for the Sheridan #2 Sanitation District](#).

Thank you!

Rachel

Links:

Sheridan Sanitation District #2 Forms: <https://www.sheridansan2.com/forms>

Sheridan #2 Sewer Tap Permit Application:

https://www.sheridansan2.com/files/ugd/eec1e8_e73a8b079c89440d857b337d53bcf907.pdf

Attachment: CDPHE Residential Sewage Backup Cleanup Guidance

**ARAPAHOE COUNTY****Water Quality Program**

Division of Health Protection and Response

Arapahoe County Public Health

15400 E 14th Pl | Aurora, CO 80011

M: 303-795-4584

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Please tell us how we are doing and take our satisfaction [survey](#).



From: Michael Butler <mbutler451@gmail.com>
Sent: Monday, February 17, 2025 11:01 AM
To: WATER <water@arapahoegov.com>
Subject: Re: Notice of Violation (NOV) at 3140 W Girard Ave enclosed

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Amara,
I have applied for an additional financing with my bank to get hooked up to the city sewer system. Can you email me the proper contacts to do so?

thanks,
Michael

From: WATER <water@arapahoegov.com>
Sent: Thursday, February 13, 2025 3:58 PM
To: Michael Butler <mbutler451@gmail.com>
Cc: Conner Gerken <CGerken@arapahoegov.com>; Steve Chevalier <SChevalier@arapahoegov.com>; Monica N. Kovaci <MKovaci@arapahoegov.com>
Subject: Notice of Violation (NOV) at 3140 W Girard Ave enclosed

Michael

We received the most recent inspection report of 3140 W Girard Ave which was conducted by Suc N Up on 2/11/25. This inspection report documented that the tank has failed, it is actively backing up and discharging onto the ground surface and the soil treatment area is no longer accepting effluent.

I've enclosed a Notice of Violation because you are in violation of 18.1.D which states "No person shall construct or maintain any dwelling or other occupied structure which is not equipped with adequate facilities for the sanitary disposal of sewage".

You are required to apply and pay for an Onsite Wastewater Treatment System (OWTS) repair permit application with Arapahoe County Public Health within 48 hours of today, 2/13/25. You can submit an application here - [MyHD](#).

Please call (303) 734-4361 and leave a voicemail with any questions & we will return your call.

Sincerely,
Amara



ARAPAHOE COUNTY

Water Quality Program

Division of Health Protection and Response

Arapahoe County Public Health

15400 E 14th Pl | Aurora, CO 80011

M: 303-795-4584

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[Upcoming Holiday Closures](#)

Please tell us how we are doing and take our satisfaction [survey](#).





March 3, 2025

**SECOND NOTICE OF VIOLATION AND
INTENT TO PROCEED WITH ENFORCEMENT**

Michael Butler

Delivery: Certified Mail

Subject: OWTS000010922, Transfer of Title (TOT), 3140 W. Girard Ave, Englewood CO 80110

Dear Mr. Butler:

You are hereby issued this Second Notice of Violation for continued non-compliance of the Arapahoe County On-site Wastewater Regulations, Section 18.1.D, for maintaining a dwelling that is not equipped with adequate facilities for the sanitary disposal of sewage. You were previously issued the first Notice of Violation of February 13, 2025 and directed to submit proof by February 26 of steps taken to install a sanitary sewer service connection to Sanitation District #2. To date, despite your notice of the issue for close to one year, you have failed to remedy the situation and have placed the public’s health at risk by renting the property.

This is a notice that Arapahoe County Public Health will move forward with administrative enforcement for this property, to include civil penalties as permitted by the On-Site Wastewater Treatment Systems Act, Colorado Revised Statute § 25-10-113.

If you have any questions, please feel free to contact me or Amara Thomas at water@arapahoegov.com

Regards,

Steven Chevalier
Environmental Health Manager
Arapahoe County Public Health

Encl. ACPH Notice of Violation

CC: Conner Gerken, Arapahoe County Environmental Health Supervisor
Amara Thomas, Arapahoe County Environmental Health Specialist;
Monica Kovaci, Senior Assistant Arapahoe County Attorney

More Information:

Online Permit Application: <https://myhealthdepartment.com/acph>
Information on Environmental Health programs: <https://tinyurl.com/mr38rutv>
CDPHE Solid Waste Cleanup: <https://cdphe.colorado.gov/hm/swguidance>



Re: Second Notice of Violation and Intent to Proceed with Enforcement

From Michael Butler <mbutler451@gmail.com>

Date Mon 3/3/2025 5:07 PM

To Conner Gerken <CGerken@arapahoegov.com>; info@fortyv.com <info@fortyv.com>

Cc Steve Chevalier <SChevalier@arapahoegov.com>; Amara Thomas <AThomas2@arapahoegov.com>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Conner,

I am hoping to have my loan approved next week then i will start the sewer.

thanks,
Michael

From: Conner Gerken <CGerken@arapahoegov.com>

Sent: Monday, March 3, 2025 8:45 AM

To: info@fortyv.com <info@fortyv.com>; mbutler451@gmail.com <mbutler451@gmail.com>

Cc: Steve Chevalier <SChevalier@arapahoegov.com>; Amara Thomas <AThomas2@arapahoegov.com>

Subject: Second Notice of Violation and Intent to Proceed with Enforcement

Michael,

In regard to the property located at 3140 W. Girard, due to noncompliance with the required corrective actions in the Notice of Violation issued on 2/13/2025 and follow-up email sent 2/19/2025:

Arapahoe County Public Health is requiring proof of application submittal and fees paid to Sheridan #2 Sanitation District within 48 hours of receipt of this email, sent 3/3/25 at 8:45 AM; without such you will remain in violation of 18.1.D of the Arapahoe County Onsite Wastewater Regulations and the notice dated 2/13/25 and second notice dated 3/3/25.

See attached Second Notice of Violation and Intent to Proceed with Enforcement.

Feel free to reach out with any questions or concerns.

Sincerely,

Conner



ARAPAHOE COUNTY

Conner Gerken

Environmental Health Supervisor (Water Quality Program)

Public Health

Division of Health Protection and Response

15400 E. 14th Pl. Suite 115 | Aurora, CO 80011

O: 303-738-5606 | C: 720-763-7371

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March 11, 2025

NOTICE OF HEARING

Michael Butler
House Purchase LLC
419 Security Blvd.
Colorado Springs CO 80911

and

6547 N Academy Blvd Unit 1009
Colorado Springs CO 80918

Mbutler451@gmail.com

Delivery: First Class Mail and Email

Subject: NOTICE OF HEARING re: OWTS violation 3140 W. Girard Ave, Englewood CO 80110

Dear Mr. Butler:

Notice is hereby given that the Arapahoe County Board of Health will hold an enforcement hearing on the date/time stated below regarding the onsite wastewater treatment system violations at 3140 W. Girard Ave., Englewood CO 80110. As the property owner, you may attend and present testimony.

**Arapahoe County Board of Health
6162 S. Willow Dr., Suite 100
Greenwood Village CO 80111**

**Wednesday, March 19, 2025
3:00 p.m.**

If you have any questions, please feel free to contact us at water@arapahoegov.com.

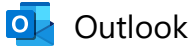
Regards,

Steven Chevalier
Environmental Health Manager
Arapahoe County Public Health

CC: Conner Gerken, Arapahoe County Environmental Health Supervisor
Amara Thomas, Arapahoe County Environmental Health Specialist
Monica Kovaci, Senior Assistant Arapahoe County Attorney

More Information:

Online Permit Application: <https://myhealthdepartment.com/acph>
Information on Environmental Health programs: <https://tinyurl.com/mr38rutv>
CDPHE Solid Waste Cleanup: <https://cdphe.colorado.gov/hm/swguidance>



[Draft] Fw: NOTICE OF HEARING re: OWTS violation 3140 W. Girard Ave, Englewood CO 80110

From

Draft saved Thu 3/13/2025 3:37 PM

1 attachment (98 KB)

2025.03.11 Notice of Hearing 3140 W Girard (002).pdf;

From: WATER**Sent:** Tuesday, March 11, 2025 11:39 AM**To:** Mbutler451@gmail.com**Cc:** Conner Gerken <CGerken@arapahoegov.com>**Subject:** NOTICE OF HEARING re: OWTS violation 3140 W. Girard Ave, Englewood CO 80110

Dear Mr. Butler:

Notice is hereby given that the Arapahoe County Board of Health will hold an enforcement hearing on the date/time stated below regarding the onsite wastewater treatment system violations at 3140 W. Girard Ave., Englewood CO 80110. As the property owner, you may attend and present testimony.

Arapahoe County Board of Health
6162 S. Willow Dr., Suite 100
Greenwood Village CO 80111

Wednesday, March 19, 2025
3:00 p.m.

If you have any questions, please feel free to contact us at water@arapahoegov.com.

Regards,

**Steven Chevalier, MS, REHS**

Environmental Health Manager

Public Health

Division of Health Protection and Response

15400 E. 14th Pl. Aurora, CO 80111

O: 303-734-5439

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3/12/2025 Site Visit

From Conner Gerken <CGerken@arapahoegov.com>

Date Thu 3/13/2025 11:44 AM

To info@fortyv.com <info@fortyv.com>; mbutler451@gmail.com <mbutler451@gmail.com>

Hello Mr. Butler,

A site visit was made yesterday to assess and document the situation at 3140 W Girard, Englewood, CO 80110; access was provided by the tenants. During the site visit, septic effluent was observed to be pooled on the ground near the tank. The effluent appeared to be rolling downhill towards the neighboring property, but there was no evidence that effluent had yet crossed onto the neighboring property. Actions need to be taken by you immediately to remediate the surfacing effluent, as per the two Notice of Violations that have been issued, including pumping the tank. If the septic pumpers are on a schedule, then the timeframe for this schedule needs to be adjusted to prevent surfacing. Surfacing effluent can be detrimental to the health of the tenants, children, and pets on the property and neighboring properties.

You must prevent the effluent from leaving the property. If the pumper is not able to pump the tank before or immediately after the effluent starts to surface, then actions need to be taken to prevent the effluent from leaving the property (sandbags or barrier). Preventing the effluent from leaving the property is very important, however, the main goal should be to prevent the effluent from surfacing in the first place. Any soil areas where effluent has been allowed to pool must have any solids removed and treated with lye, tilled into the soil, with application time of at least 24 hours. This area should be fenced off to prevent people and pets from accessing it. These actions must be completed within 48 hours (3/15/25) of receipt of this email, sent 3/13/25 at 11:44AM.

Feel free to reach out with any questions or concerns.

Thanks,

Conner



ARAPAHOE COUNTY

Conner Gerken

Environmental Health Supervisor (Water Quality Program)

Public Health

Division of Health Protection and Response

15400 E. 14th Pl. Suite 115 | Aurora, CO 80011

O: 303-738-5606 | C: 720-763-7371

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We want to hear from you! Let us know how we are doing: [Customer Experience Survey](#).

Site visit photos from 3140 W. Girard, Englewood CO 80110 conducted by Amara Thomas and Conner Gerken on 3/12/25 at 2:40 PM.

Access to the property was granted by the tenant, Eddie Mendez. The following photos were taken as documentation.

While conducting the site visit, Eddie shared that there has been sewage surfacing for four to five months around the tank. Amara and Conner could see the sewage bubbling from the tank as we spoke with Eddie.

Eddie has lived there for approximately one year. Eddie also said he can smell the sewage inside the home. The surfacing effluent was approximately 45 feet from the back door of the home.



Photo of cleanout located on South side of house, looking North



Photo of standing effluent approximately 45 feet from South side of home, looking South



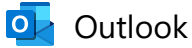
Full scale photo of standing effluent, showing neighboring fence line directly behind the tank (South)



Photo showing proximity (approximately 5 feet) of surfacing effluent to the fence line. Photo angle is looking West



Photo showing proximity of standing effluent to the neighboring (South) property.



[Draft] Fw: 3/12/2025 Site Visit

From

Draft saved Thu 3/13/2025 4:24 PM

From: Designs at Forty V <info@fortyv.com>
Sent: Thursday, March 13, 2025 12:36:47 PM
To: Michael Butler <mbutler451@gmail.com>
Cc: Conner Gerken <CGerken@arapahoegov.com>
Subject: Re: 3/12/2025 Site Visit

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thank you for the email. I will start handling this now.

Sent from my iPhone

On Mar 13, 2025, at 11:48 AM, Michael Butler <mbutler451@gmail.com> wrote:

Ollie,

Please take care of this immediately. I am hoping funding for the loan will be done next week to hook up to the city.

----- Forwarded message -----

From: **Conner Gerken** <CGerken@arapahoegov.com>

Date: Thu, Mar 13, 2025, 11:44 AM

Subject: 3/12/2025 Site Visit

To: info@fortyv.com <info@fortyv.com>, mbutler451@gmail.com <mbutler451@gmail.com>

Hello Mr. Butler,

A site visit was made yesterday to assess and document the situation at [3140 W Girard, Englewood, CO 80110](#); access was provided by the tenants. During the site visit, septic effluent was observed to be pooled on the ground near the tank. The effluent appeared to be rolling

downhill towards the neighboring property, but there was no evidence that effluent had yet crossed onto the neighboring property. Actions need to be taken by you immediately to remediate the surfacing effluent, as per the two Notice of Violations that have been issued, including pumping the tank. If the septic pumpers are on a schedule, then the timeframe for this schedule needs to be adjusted to prevent surfacing. Surfacing effluent can be detrimental to the health of the tenants, children, and pets on the property and neighboring properties. You must prevent the effluent from leaving the property. If the pumper is not able to pump the tank before or immediately after the effluent starts to surface, then actions need to be taken to prevent the effluent from leaving the property (sandbags or barrier). Preventing the effluent from leaving the property is very important, however, the main goal should be to prevent the effluent from surfacing in the first place. Any soil areas where effluent has been allowed to pool must have any solids removed and treated with lye, tilled into the soil, with application time of at least 24 hours. This area should be fenced off to prevent people and pets from accessing it. These actions must be completed within 48 hours (3/15/25) of receipt of this email, sent 3/13/25 at 11:44AM.

Feel free to reach out with any questions or concerns.

Thanks,

Conner

<image001.png>

Conner Gerken

Environmental Health Supervisor (Water Quality Program)

Public Health

Division of Health Protection and Response

[15400 E. 14th Pl. Suite 115 | Aurora, CO 80011](#)

O: 303-738-5606 | C: 720-763-7371

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COLORADO PUBLIC HEALTH ACT, C.R.S. §§ 25-1-501 to 520

C.R.S. § 25-1-508. County or district boards of public health--public health directors

(5) In addition to all other powers and duties conferred and imposed upon a county board of health or a district board of health by the provisions of this subpart 3, a county board of health or a district board of health shall have and exercise the following specific powers and duties:

(a) To develop and promote the public policies needed to secure the conditions necessary for a healthy community;

(b) To approve the local public health plan completed by the county or district agency, and to submit the local plan to the state board for review;

(c)(I) To select a public health director to serve at the pleasure of the county or district board. The public health director shall possess such minimum qualifications as may be prescribed by the state board. A public health director may be a physician, physician assistant, public health nurse, or other qualified public health professional. A public health director may practice medicine, nursing, or his or her profession within his or her license and scope of practice, as necessary, to carry out the functions of the office of the public health director. The qualifications shall reflect the resources and needs of the county or counties covered by the agency. If the public health director is not a physician, the county or district board shall employ or contract with at least one medical officer to advise the public health director on medical decisions. The public health director shall maintain an office location designated by the county or district board and shall be the custodian of all property and records of the agency.

(II) A person employed or under contract to act as a medical officer pursuant to this paragraph (c) shall be covered by the "Colorado Governmental Immunity Act", article 10 of title 24, C.R.S., for duties performed for the agency.

(d)(I) In the event of a vacancy in the position of public health director or medical officer, to either employ or contract with a person deemed qualified to fill the position or to request temporary assistance from a public health director or a medical officer from another county. The county or district board may also request that an employee of the state department, such as a qualified executive director or the chief medical officer, serve on an interim basis with all the powers and duties of the position .

(II) A person filling a temporary vacancy as public health director or medical officer shall be covered by the "Colorado Governmental Immunity Act", article 10 of title 24, C.R.S., for duties performed for the agency.

(e) To provide, equip, and maintain suitable offices and all necessary facilities for the proper administration and provision of core public health services, as defined by the state board;

(f) To determine general policies to be followed by the public health director in administering and enforcing public health laws, orders, and rules of the county or district board, and orders, rules, and standards of the state board;

(g) To issue orders and to adopt rules not inconsistent with the public health laws of this state nor with the orders or rules of the state board as the county or district board may deem necessary for the proper

exercise of the powers and duties vested in or imposed upon an agency or county or district board by this part 5;

(h) To act in an advisory capacity to the public health director on all matters pertaining to public health;

(i) To hold hearings, administer oaths, subpoena witnesses, and take testimony in all matters relating to the exercise and performance of the powers and duties vested in or imposed upon a county or district board;

(j) To provide environmental health services and to assess fees to offset the actual, direct cost of such services; except that no fee for a service shall be assessed against any person who has already paid a fee to the state or federal government for the service, and except that the only fee that shall be charged for annual retail food establishment inspections shall be the fee set forth in section 25-4-1607;

(k) To accept and, through the public health director, to use, disburse, and administer all federal aid, state aid, or other property, services, or moneys allotted to an agency for county or district public health functions or allotted without designation of a specific agency for purposes that are within the functions of an agency, and to prescribe, by rule consistent with the laws of this state, the conditions under which the property, services, or moneys shall be accepted and administered. The county or district board is empowered to make agreements that may be required to receive such moneys or other assistance.

(l) To approve, as provided for in section 25-1-520, a clean syringe exchange program proposed by an agency. A county board of health or district board of health shall not be required to approve a proposed program.

C.R.S. § 25-1-518. Nuisances

(1) **Removal of nuisances.** The county or district board of health shall examine all nuisances, sources of filth, and causes of sickness, which, in its opinion, may be injurious to the health of the inhabitants, within its town, city, county, city and county, or district, and it shall destroy, remove, or prevent the nuisance, source of filth, or cause of sickness, as the case may require.

(2) **Unhealthy premises cleaned--structures removed.** If any cellar, vault, lot, sewer, drain, place, or premises within any city is damp, unwholesome, offensive, or filthy, or is covered for any portion of the year with stagnant or impure water, or is in a condition as to produce unwholesome or offensive exhalations, the county or district board of health may cause the area to be drained, filled up, cleaned, amended, or purified; or may require the owner or occupant or person in charge of the lot, premises, or place to perform such duty; or may cause the removal to be done by the proper officers of the city.

(3) **Expense for abating nuisance.** If any person or company neglects to remove or abate any nuisance or to perform any requirement made by or in accordance with any ordinance or resolution of the county or district board of health for the protection of the health of the inhabitants and if any expense is incurred by the board in removing or abating the nuisance or in causing such duty or requirement to be performed, such expense may be recovered by the board in an action against such person or company. In all cases where the board incurs any expense for draining, filling, cleaning, or purifying any lot, place,

or premises, or for removing or abating any nuisance found upon such lot or premises, the board, in addition to all other remedies, may provide for the recovery of such expense, charge the same or such part thereof as it deems proper to the lot or premises upon or on account of which such expense was incurred or from which such nuisance was removed or abated, and cause the same to be assessed upon such lot or premises and collected as a special assessment.

(4) **Removal of nuisance on private property--penalty.** Whenever any nuisance, source of filth, or cause of sickness is found on private property, the county or district board of health shall order the owner or occupant or the person who has caused or permitted such nuisance, at his or her own expense, to remove the same within twenty-four hours. In default thereof, he or she shall forfeit a sum not to exceed one hundred dollars at the suit of the board of county commissioners of the proper county or the board of the proper city, town, or village for the use of the county or district board of health of the city or town where the nuisance is found.

(5) **Board to remove--when.** If the owner or occupant does not comply with an order of the county or district board of health, the board may cause the nuisance, source of filth, or cause of sickness to be removed, and all expense incurred thereby shall be paid by the owner or occupant or by such other person who has caused or permitted the nuisance, source of filth, or cause of sickness.

(6) **Conviction--nuisance to be abated.** Whenever any person is convicted of maintaining a nuisance that may be injurious to the public health, the court, in its discretion, may order the nuisance abated, removed, or destroyed at the expense of the defendant under the direction of the county or district board of health of the town, city, county, or district where the nuisance is found, and the form of the warrant to the sheriff or other officer may be varied accordingly.

(7) **Stay warrant of conviction.** The court, on the application of the defendant, may order a stay of a warrant issued pursuant to subsection (6) of this section for such time as may be necessary, not exceeding six months, to give the defendant an opportunity to remove the nuisance upon giving satisfactory security to do so within the time specified in the order.

(8) **Expense of abating.** The expense of abating and removing the nuisance pursuant to a warrant issued pursuant to subsection (6) of this section shall be collected by the officer in the same manner as damages and costs are collected upon execution; except that the materials of any buildings, fences, or other things that may be removed as a nuisance may be sold by the officer in like manner as goods are sold on execution for the payment of debts. The officer may apply the proceeds of the sale to defray the expenses of the removal and shall pay over the balance thereof, if any, to the defendant upon demand. If the proceeds of the sale are not sufficient to defray the expenses incurred pursuant to this subsection (8), the sheriff shall collect the residue thereof as provided in subsection (3) of this section.

(9) **Refusal of admittance to premises.** (a) Whenever a county or district board of health finds it necessary for the preservation of the lives or health of the inhabitants to enter any building, car, or train of cars in its town, city, county, or district for the purpose of examining and abating, removing, or preventing any nuisance, source of filth, or cause of sickness and is refused entry, any member of the board may make complaint under oath to the county court of his or her county stating the facts of the case as far as he or she has knowledge thereof.

(b) The court may thereupon issue a warrant directed to the sheriff commanding him or her to take sufficient aid and, being accompanied by any two or more members of the county or district board of health, during daylight hours, to return to the place where the nuisance, source of filth, or cause of sickness complained of may be and destroy, remove, or prevent the nuisance, source of filth, cause of sickness, or danger to life or limb under the direction of the members of the board of health.

(10) **Damages occasioned by nuisance--action.** Any person injured either in his or her comfort or in the enjoyment of his or her estate by any nuisance may have an action for damages sustained thereby.

COLORADO ON-SITE WASTEWATER TREATMENT ACT, C.R.S. §§ 25-10-101 to 113

C.R.S. § 25-10-104. Regulation of on-site wastewater treatment systems--state and local rules

(1) The division shall develop, and recommend to the commission for adoption, rules setting forth minimum standards for the location, design, construction, performance, installation, alteration, and use of on-site wastewater treatment systems within Colorado. The commission may establish criteria for issuing variances in the rules.

(2) Every local board of health in the state shall develop and adopt detailed rules for on-site wastewater treatment systems within its area of jurisdiction. The rules must comply with the rules adopted by the commission pursuant to subsection (1) of this section and with sections 25-10-105 and 25-10-106. Before finally adopting such rules or any amendment to the rules, the local board of health shall hold a public hearing on the proposed rules or amendments. The local board of health shall give notice of the time and place of the hearing at least once, at least twenty days before the hearing, in a newspaper of general circulation within its area of jurisdiction. After the public hearing and before final adoption, the local board of health may make changes or revisions to the proposed rules or amendments, and no further public hearing is required regarding the changes or revisions. All rules and amendments must be transmitted to the department no later than five days after final adoption and become effective forty-five days after final adoption unless the department notifies the local board of health before the forty-fifth day that the rules or amendments are not in compliance with this section or section 25-10-105 or 25-10-106.

(3) If a local board of health has not adopted rules in compliance with this section and submitted them to the commission, the commission shall promulgate rules for the areas of the state for which no complying rules have been adopted, except for areas serviced exclusively by a sewage treatment works. Rules for such areas of the state promulgated by the commission must comply with the rules adopted under subsection (1) of this section and sections 25-10-105 and 25-10-106. The rules must be the same for all the areas of the state for which the commission promulgates such rules, except as may be appropriate to provide for differing geologic conditions.

(4) A local board of health may adopt rules after action by the commission under subsection (3) of this section, if the rules comply with the procedural requirements of subsection (2) of this section and are no less stringent than those promulgated by the commission. Rules of the local board so adopted become effective only after they are transmitted to the division and the division determines that they comply with this section and sections 25-10-105 and 25-10-106.

(5) In promulgating rules under this article, the commission and local boards of health shall give consideration to the protection of public health and water quality.

C.R.S. § 25-10-106. Basic rules for local administration

(1) Local boards of health or the commission, as appropriate, shall adopt rules under section 25-10-104 that govern all aspects of the application for and issuance of permits, the inspection and supervision of installed systems, the issuance of cease-and-desist orders, the maintenance and cleaning of systems, and the disposal of waste material. The rules must, at a minimum, include provisions regarding:

- (a) Procedures by which a person may apply for a permit for an on-site wastewater treatment system. The permit application must be in writing and must include any information, data, plans, specifications, statements, and commitments as required by the local board of health to carry out the purposes of this article.
- (b) Review of the application and inspection of the proposed site by the local public health agency;
- (c) Specification of studies to be performed and reports to be made by the applicant and the circumstances under which the studies or reports may be required by the local public health agency;
- (d) Determination on behalf of the local public health agency by an environmental health specialist or a professional engineer after review of the application, site inspection, test results, and other required information, whether the proposed system complies with the requirements of this article and the rules adopted under this article;
- (e) Issuance of a permit by the health officer or the health officer's designated representative if the proposed system is determined to be in compliance with this article and the rules adopted under this article;
- (f) Review by the local board of health, upon request of an applicant, of applications denied by the local public health agency;
- (g) The circumstances under which all applications are subject to mandatory review by the local public health agency to determine whether a permit shall issue;
- (h) Final inspection of a system to be made by the local public health agency or its designated professional engineer after construction, installation, alteration, or repair work under a permit has been completed, but before the system is placed in use, to determine that the work has been performed in accordance with the permit and that the system is in compliance with this article and the rules adopted under this article;
- (i) Inspection of operating systems at reasonable times, and upon reasonable notice to the occupant of the property, to determine if the system is functioning in compliance with this article and the rules adopted under this article. Officials of the local public health agency are permitted to enter upon private property for purposes of conducting such inspections.
- (j) Issuance of a repair permit to the owner or occupant of property on which a system is not in compliance. An owner or occupant shall apply to the local public health agency for a repair permit within two business days after receiving notice from the local public health agency that the system is not functioning in compliance with this article or the rules adopted under this article or otherwise constitutes a nuisance or hazard to public health or water quality. The permit shall provide for a reasonable period of time within which the owner or occupant must make repairs, at the end of which period the local public health agency shall inspect the system to ensure that it is functioning properly. Concurrently with the issuance of a repair permit, the local public health agency may authorize the continued use of a malfunctioning system on an emergency basis for a period not to exceed the period stated in the repair permit. The period of emergency use may be extended, for good cause shown, if, through no fault of the owner or occupant, repairs may not be completed in the period stated in the repair permit and only if the owner or occupant will continue to make repairs to the system.

(k)(I) Issuance of an order to cease and desist from the use of any on-site wastewater treatment system or sewage treatment works that is found by the health officer not to be in compliance with this article or the rules adopted under this article or that otherwise constitutes a nuisance or a hazard to public health or water quality. Such an order may be issued only after a hearing is conducted by the health officer not less than forty-eight hours after written notice of the hearing is given to the owner or occupant of the property on which the system is located and at which the owner or occupant may be present, with counsel, and be heard. The order must require that the owner or occupant bring the system into compliance or eliminate the nuisance or hazard within a reasonable period of time, not to exceed thirty days, or thereafter cease and desist from the use of the system. A cease-and-desist order issued by the health officer is reviewable in the district court for the county in which the system is located and upon a petition filed no later than ten days after the order is issued.

(II) For the purposes of this paragraph (k), any system or sewage treatment works that does not comply with any statute or rule of this title constitutes a nuisance.

(III) For the purposes of this paragraph (k), a sewage treatment works does not include any sewage treatment facility with a discharge permit issued pursuant to section 25-8-501.

(I) Reasonable periodic collection and testing by the local public health agency of effluent samples from on-site wastewater treatment systems for which monitoring of effluent is necessary in order to ensure compliance with this article or the rules adopted under this article. The sampling may be required not more than two times a year, except when required by the health officer in conjunction with action taken pursuant to paragraph (k) of this subsection (1). The local public health agency may charge a fee not to exceed actual costs, plus locally established mileage reimbursement rates for each mile traveled from the principal office of the local public health agency to the site of the system and return, for each sample collected and tested, and payment of such charges may be stated in the permit for the system as a condition for its continued use. Any owner or occupant of property on which an on-site wastewater treatment system is located may request the local public health agency to collect and test an effluent sample from the system. The local public health agency may, at its option, perform such collection and testing services, and is entitled to charge a fee not to exceed actual costs, plus locally established mileage reimbursement rates for each mile traveled from the principal office of the local public health agency to the site of the system and return, for each sample collected and tested.

(m) At the option of the local board of health, maintenance and cleaning schedules and practices adequate to ensure proper functioning of various types of on-site wastewater treatment systems. The local board of health may additionally require proof of proper maintenance and cleaning, in compliance with the schedule and practices adopted under this subsection (1), to be submitted periodically to the local public health agency by the owner of the system.

(n) Disposal of septage at a site and in a manner that does not create a hazard to the public health, a nuisance, or an undue risk of pollution.

C.R.S. § 25-10-112. General prohibitions--rules

(1) No city, county, or city and county shall issue to any person:

(a) A permit to construct or remodel a building or structure that is not serviced by a sewage treatment works until the local public health agency has issued a permit for an on-site wastewater treatment system; or

(b) A city, county, or city and county occupancy permit for the use of a building that is not serviced by a sewage treatment works until the local public health agency makes a final inspection of the on-site wastewater treatment system, as provided for in section 25-10-106(1)(h), and the local public health agency approves the installation.

(2) Construction of new cesspools is prohibited.

(3) A person shall not connect more than one dwelling, commercial, business, institutional, or industrial unit to the same on-site wastewater treatment system unless such multiple connection was specified in the application submitted and in the permit issued for the system.

(4) No person shall construct or maintain any dwelling or other occupied structure that is not equipped with adequate facilities for the sanitary disposal of sewage.

(5) All persons shall dispose of septage removed from systems in the process of maintenance or cleaning at an approved site and in an approved manner under this article.

C.R.S. § 25-10-113. Penalties

Currentness

(1) Any person who commits any of the following acts or violates this article 10 commits a civil infraction and shall be punished as provided in section 18-1.3-503:

(a) Constructs, alters, installs, or permits the use of any on-site wastewater treatment system without first applying for and receiving a permit as required under this article;

(b) Constructs, alters, or installs an on-site wastewater treatment system in a manner that involves a knowing and material variation from the terms or specifications contained in the application, permit, or variance;

(c) Violates the terms of a cease-and-desist order that has become final under section 25-10-106(1)(k);

(d) Conducts a business as a systems contractor without having obtained the license provided for in section 25-10-109(1) in areas in which the local board of health has adopted licensing regulations pursuant to that section;

(e) Conducts a business as a systems cleaner without having obtained the license provided for in section 25-10-109(2) in areas in which the local board of health has adopted licensing regulations pursuant to that section;

(f) Falsifies or maintains improper record keeping concerning system cleaning activities not performed or performed improperly; or

(g) Willfully fails to submit proof of proper maintenance and cleaning of a system as required by rules adopted pursuant to section 25-10-106.

(2) Upon a finding by the local board of health that a person is in violation of this article or of rules adopted and promulgated pursuant to this article, the local board of health may assess a penalty of up to fifty dollars for each day of violation. In determining the amount of the penalty to be assessed, the local board of health shall consider the seriousness of the danger to the health of the public caused by the violation, the duration of the violation, and whether the person has previously been determined to have committed a similar violation.

(3) A person subject to a penalty assessed pursuant to subsection (2) of this section may appeal the penalty to the local board of health by requesting a hearing before the appropriate body. The request must be filed within thirty days after the penalty assessment is issued. The local board of health shall conduct a hearing upon the request in accordance with section 24-4-105, C.R.S.



ARAPAHOE COUNTY

ON-SITE WASTEWATER REGULATIONS

**PROMULGATED BY THE BOARD OF HEALTH
OF ARAPAHOE COUNTY**

**Effective Date
December 24, 2022**

**Pursuant to Title 25-10-101, et seq. Colorado Revised Statutes and
the Colorado Department of Public Health and Environment Water
Quality Control Commission On-Site Wastewater Treatment System
Regulation #43, 5 CCR-1002-43**

This document describes the rules and regulations for the use and permitting of On-Site Wastewater Treatment Systems in Arapahoe County. This Regulation should be used by anyone seeking a permit, designing a system, installing a system, repairing a system, or using a system.

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APPENDIX A - TABLES

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SECTION 1 AUTHORITY, SCOPE, AND APPLICABILITY

1.1 Authority

This Regulation is promulgated pursuant to the On-Site Wastewater Treatment System Act, C.R.S. §25-10-101, et seq.

1.2 Declaration

- A. In order to preserve the environment and protect the public health; to eliminate and control causes of disease, infection, and aerosol contamination; and to reduce and control the pollution of the air, land and water, it is declared to be in the public interest to establish standards, rules and regulations for On-Site Wastewater Treatment Systems (OWTS) in Arapahoe County, State of Colorado, and to provide the authority for the administration and enforcement of such minimum standards, rules and regulations.
- B. The Board of Health of Arapahoe County finds, determines and declares these Regulations and standards to be necessary for the preservation of the public health and welfare of the inhabitants of Arapahoe County, State of Colorado. These Regulations are adopted by the Board of Health of Arapahoe County on the 9th day of November, 2022 and shall become effective the 24th day of December, 2022.
- C. This Regulation will apply to On-Site Wastewater Treatment Systems as defined in Section C.R.S. §25-10-103(12).

1.3 Purpose

The purpose of these Regulations, as authorized by C.R.S. §25-10-101, et seq., is to provide guidance and establish minimum standards (including the enforcement thereof) for the location, construction, performance, installation, alteration and use of OWTS within Arapahoe County, State of Colorado, and concerning the application for and issuance of permits, the inspection, testing, and supervision of installed systems, the use, maintenance, and cleaning of systems and the disposal of waste material.

1.4 Severability

Should any section, paragraph, sentence, clause or phrase of these Regulations be declared unconstitutional or invalid for any reason, such portion shall be deemed separate and distinct and will not affect the validity of the remaining portion of these Regulations.

1.5 Effluent Discharged to Surface Waters

Any system that will discharge into State Waters must be designed by a professional engineer. The discharge permit application must be submitted for preliminary approval to the Board of Health. Once approved by the Board of Health, the application must be submitted to the Water Quality Control Division for review in accordance with the Water Quality Control Act, C.R.S. §25-8-101, et seq., and all applicable regulations of the Water Quality Control

Commission. Compliance with such a permit will be deemed full compliance with this Regulation.

1.6 Applicability

A. Regulation Coverage

- 1) An OWTS with design capacity less than or equal to 2,000 gallons per day (gpd) must comply with these Regulations and the OWTS Act. These Regulations govern all aspects of OWTS permits, performance, location, construction, alteration, installation, and use.
- 2) An OWTS with design capacity greater than 2,000 gallons per day (gpd) must comply with CDPHE Regulation 43, site location and design approval in C.R.S. §25-8-702, and the discharge permit requirements in the Water Quality Control Act, C.R.S. §25-8-501, et seq.

B. Applicable Commission regulations include, but are not limited to, the following:

- 1) Regulation 22 - Site Location and Design Approval Regulations for Domestic Wastewater Treatment Works (5 CCR 1002-22).
- 2) Regulation 41 - The Basic Standards for Ground Water (5 CCR 1002-41).
- 3) Regulation 42 - Site-Specific Water Quality Classifications and Standards for Ground Water (5 CCR 1002-42).
- 4) Regulation 43 - On-Site Wastewater Treatment System (5 CCR-1002-43).
- 5) Regulation 61 - Colorado Discharge Permit System Regulations (5 CCR 1002-61).
- 6) Regulation 62 - Regulations for Effluent Limitations (5 CCR 1002-62).

C. The requirements for maintenance and standards of performance for systems greater than 2,000 gallons per day (gpd) shall be determined by the site application approval and discharge permit.

D. In the interest of facilitating communication of Department concerns regarding a design being reviewed by the Division, the Department can provide comments to the Division for consideration during the Division's review of the proposed design and discharge permit application. Under such a coordinated process, the Division retains final authority for approval or denial of each domestic wastewater treatment works that is regulated under the site location approval and Colorado Discharge Permit System Regulations. Prior to approval or denial of each OWTS domestic wastewater treatment works, the Division must acknowledge and consider local OWTS regulations when they are more stringent and restrictive than in Regulation 43.

1.7 Materials Incorporated by Reference

Throughout these Regulations, standards and requirements by outside organizations have been adopted and incorporated by reference. The materials incorporated by reference cited herein include only those versions that were in effect as of April 10, 2017, and do not include later amendments to the incorporated material.

SECTION 2 DEFINITIONS

Absorption system - means a leaching field and adjacent soils or other system for the treatment of sewage in an On-Site Wastewater Treatment System by means of absorption into the ground. See Soil Treatment Area.

Accessible - means easily reached, attained or entered by the necessary equipment or maintenance provider.

Act or OWTS Act - means the On-Site Wastewater Treatment Systems Act, C.R.S. 25-10-101, et seq.

Applicant - means a person who submits an application for a permit for an On-Site Wastewater Treatment System.

Basal Area - means the effective surface area available to transmit the treated effluent from the filter media in a mound system into the in-situ receiving soils. The perimeter is measured at the interface of the imported fill material and in-situ soil. On sloping sites, only the area down-gradient from the up-slope edge of the distribution media may be included in this calculation.

Bed - means a below-grade soil treatment area with a level sub-base, consisting of a shallow excavation greater than three feet wide containing distribution media and more than one lateral.

Bedrock - means continuous rock that underlies the soil or is exposed at the surface. Bedrock is generally considered impervious, but if fractured or deteriorated, it may allow effluent to pass through without adequate treatment.

Bedroom - means a room with an egress window, a closet, and/or is intended for sleeping purposes; or as defined by the local board of health, as stated in the local OWTS regulation.

Board of Health - means the Board of Health of Arapahoe County.

Biochemical Oxygen Demand, Five-Day (BOD₅) - means the quantitative measure of the amount of oxygen consumed by bacteria while stabilizing, digesting, or treating biodegradable organic matter under aerobic conditions over a five (5) day incubation period; expressed in milligrams per liter (mg/L).

Biochemical Oxygen Demand, Carbonaceous Five Day (CBOD₅) - means quantitative measure of the amount of oxygen consumed by bacteria while stabilizing, digesting, or treating the organic matter under aerobic conditions over a five (5) day incubation period while in the presence of a chemical inhibitor to block nitrification; expressed in milligrams per liter (mg/L).

Building sewer - means piping that conveys wastewater to the first system component or the sewer main.

Carbonaceous Biochemical Oxygen Demand - See Biochemical Oxygen Demand, Carbonaceous

Cemented Sands - Soil, having a sand, loamy sand or sandy loam texture having a cementation class of NC, EW, VW, W, M, ST, VS or I as described in the table on page 2-63 of the Natural Resources Conservation Service Field Book for Describing and Sampling Soils, National Soils Survey Center NRCS-USDA, 2012 (NRCS Field Book).

Cesspool - means an unlined or partially lined underground pit or underground perforated receptacle into which raw household wastewater is discharged and from which the liquid seeps into the surrounding soil. Cesspool does not include a septic tank.

Cherry Creek Basin - means the basin consisting of the drainage basin of Cherry Creek, as defined in C.R.S. §25-8.5-104.

Cherry Creek Basin Water Quality Authority - means a quasi-municipal corporation and political subdivision of the state, created pursuant to C.R.S. §25-8.5-103.

Cherry Creek Reservoir Control Regulation - means Water Quality Control Commission Regulation Number 72 (5 CCR 1002-72), promulgated by the Colorado Water Quality Control Commission pursuant to C.R.S. §25-8-202 (1) (c) and C.R.S. §25-8-205.

Chamber - means an open, arch-shaped structure providing an open-bottom soil interface with permeable sidewalls used for distribution of effluent in a soil absorption system.

Cistern - means an underground, enclosed unpressurized reservoir or tank for storing water as part of a potable water supply system.

Cleaning - means the act of removing septage or other wastes from a wastewater treatment system component or grease/waste from a grease interceptor.

CDPHE - means the Colorado Department of Public Health and Environment created by C.R.S. §25-1-102.

Colorado Plumbing Code - means Rules and Regulations of the Colorado State Plumbing Board (3 CCR 720-1).

Commission - means the Water Quality Control Commission created by C.R.S. §25-8-201.

Competent technician - means a person who has the appropriate expertise and is able to design OWTS and/or conduct and interpret the results of soil profile test pit excavations, percolation tests, and site evaluations. This individual has also met the required competencies for a "Competent Technician" as defined in Section 8.12.

Component - means a subsection of an On-Site Wastewater Treatment System; a component may include multiple devices.

Composting toilet - means a self-contained waterless toilet designed to decompose non-water-carried human wastes through microbial action and to store the resulting matter for disposal.

Consistence - means the degree and kind of cohesion and adhesion that soil exhibits and/or the resistance of soil to deformation or rupture under an applied stress to an extent that the soil density would restrict permeability. Aspects of consistence are used to determine if the horizon will have permeability lower than that of the defined soil type. Additional insight to consistence can be found in the Natural Resources Conservation Service Field Book for Describing and Sampling Soils, National Soils Survey Center NRCS-USDA, Sept. 2012 (NRCS Field Book)

Crest – means the highest point on the side of a dry gulch or cut bank.

Cut-bank - means a nearly vertical slope caused by erosion or construction that has exposed historic soil strata.

Dawson Arkose - means the Dawson Arkose formation of the Front Range of Colorado within the hydrogeological area known as the “Denver Basin”. Although cementation of the Dawson Arkose can vary from non-cemented to indurated, in some locations, the Dawson Arkose has the characteristics of Type 3A and 4A soils, from Table 10 in Appendix A. A moist sample of Dawson Arkose will typically exhibit cohesive behavior which allows the Dawson Arkose to form into a mass, which has low to high compressive strength when dried.

Deep gravel system - means a soil treatment area for repairs only where the trenches utilize a depth of gravel greater than six (6) inches below the distribution pipe and sidewall area is allowed according to a formula specified in this Regulation.

Deficiency - See Malfunction.

Department - as used in these Regulations, means the Arapahoe County Health Department.

Design - means: 1) the process of selecting, sizing, locating, specifying, and configuring treatment train components that match site characteristics and facility use as well as creating the associated written documentation; and 2) written documentation of size, location, specification and configuration of a system.

Design capacity - See Flow, Design

Design flow - See Flow, Design

Designer, On-Site Wastewater Treatment System - means a practitioner who utilizes site evaluation and investigation information to select an appropriate OWTS and prepares a design document in conformance with this Regulation.

Distribution - means the process of conveying wastewater or effluent to one (1) or more components, devices, or throughout a soil treatment area.

Distribution box - means a watertight component that receives effluent from a septic tank or other treatment unit and distributes effluent via gravity in approximately equal portions to two or more distribution laterals in the soil treatment area.

Division - means the division of administration of the department of which the Water Quality Control Division is a part.

Domestic wastewater - See Wastewater, domestic

Domestic Wastewater Treatment Works - means a system or facility for treating, neutralizing, stabilizing, or disposing of domestic wastewater which system or facility has a designed capacity to receive more than 2,000 gallons of domestic wastewater per day. The term "domestic wastewater treatment works" also includes appurtenances to such system or facility such as outfall sewers and pumping stations and to equipment related to such appurtenances. The term "domestic wastewater treatment works" does not include industrial wastewater treatment plants or complexes whose primary function is the treatment of industrial wastes, notwithstanding the fact that human wastes generated incidentally to the industrial process are treated therein. C.R.S. §25-8-103 (5)

Dosing - means a high rate periodic discharge into a soil treatment area.

Dosing, demand - means a configuration in which a specific volume of effluent is delivered to a component based upon patterns of wastewater generation from the source.

Dosing, pressure - means a uniform application of wastewater throughout the intended portion of the soil treatment area through small diameter pipes and orifices, under pressure. For this definition, the term pressure indicates that the system is capable of creating upward movement of effluent out of the distribution system piping.

Dosing, timed - means a configuration in which a specific volume of effluent is delivered to a component based upon a prescribed interval, regardless of facility water use.

Dosing siphon - means a device used for demand dosing effluent; which stores a predetermined volume of water and discharges it at a rapid rate, from a tank at a given elevation to a component at a lower elevation, accomplished by means of atmospheric pressure and the suction created by the weight of the liquid in the conveying pipe.

Dosing tank - means a tank, compartment or basin that provides for storage of effluent from a septic tank or other treatment unit intended to be delivered to a soil treatment area at a high rate periodic discharge.

Drainfield - See Soil treatment area

Drop box - means a device used for serial or sequential distribution of effluent by gravity flow to a lateral of a soil treatment area.

Dry gulch - See Gulch, dry

Drywell - means an unlined or partially lined underground pit (regardless of geometry) into which drainage from roofs, basement floors, water softeners or other non-wastewater sources is discharged and from which the liquid seeps into the surrounding soil.

Effective Size - means the size of granular media such that 10 percent (10%) by weight of the media is finer than the size specified.

Effluent - means the liquid flowing out of a component or device of an On-Site Wastewater Treatment System.

Effluent filter - See Effluent screen

Effluent pipe - means non-perforated pipe that conveys effluent from one On-Site Wastewater Treatment System component to the next.

Effluent screen - means a removable, cleanable (or disposable) device installed on the outlet piping of a septic tank for the purpose of retaining solids larger than a specific size and/or modulating effluent flow rate. An effluent screen may be a component of a pump installation. An effluent screen may also be installed following the septic tank but before higher level treatment components or a soil treatment area.

Environmental Health Specialist (EHS) - means a person trained in physical, biological, or sanitary science to carry out educational and inspectional duties in the field of environmental health.

Evapotranspiration/absorption system - means an unlined On-Site Wastewater Treatment component that uses evaporation, transpiration, and absorption for dispersal of effluent.

Evapotranspiration system - means an On-Site Wastewater Treatment component with a continuous, impermeable liner that uses evapotranspiration and transpiration for dispersal of effluent.

Experimental system - means a design or type of system based upon improvements or development in the technology of sewage treatment that has not been fully tested.

Failure - means a condition existing within any component of an OWTS which prevents the system from functioning as intended, and which results in the discharge of untreated or partially treated wastewater onto the ground surface, into surface water or ground water, or which results in the back-up of sewage into the building sewer. Other conditions within an OWTS component that are deemed by the Department to be a threat to public health and/or safety may also be deemed a failure.

Field performance testing - means data gathering on a system in actual use that is being proposed for Division acceptance.

Floodplain (100-year) - means an area adjacent to a stream which is subject to flooding as the result of the occurrence of a 100 year flood, and is so adverse to past, current or foreseeable construction or land use as to constitute a significant hazard to public or environmental health and safety or to property or is designated by the Federal Emergency Management Agency (FEMA) or National Flood Insurance Program (NFIP). In the absence of FEMA/NFIP maps, a professional engineer must certify the floodplain elevations.

Floodway - means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one (1) foot or as designated by the Federal Emergency Management Agency or National Flood Insurance Program. In the absence of FEMA/NFIP maps, a professional engineer must certify the floodway elevation and location.

Flow, daily - means the measured volume of wastewater generated from a facility in a twenty-four (24) hour period expressed as gallons per day.

Flow, design - means the estimated volume of wastewater per unit of time for which a component or system is designed. Design flow may be given in the estimated volume per unit such as person per unit time that must be multiplied by the maximum number of units that a facility can accommodate over that time.

Flow equalization - means a system configuration that includes sufficient effluent storage capacity to allow for regulated flow on a daily or multi-day basis to a subsequent component despite variable flow from the source.

Flow equalizer - means an adjustment device to evenly distribute flow between outlets in a distribution box or other device that may be out of level.

Grease interceptor tank - means a watertight device located outside a facility designed to intercept, congeal, and retain or remove fats, oils, and grease from sources such as commercial food-service that will generate high levels of fats, oils and greases.

Ground water - means that part of the subsurface water that is at or below the saturated zone.

Ground water surface - means the uppermost limit of an unconfined aquifer at atmospheric pressure.

Gulch, dry - means a deep, narrow ravine marking the course of an intermittent or ephemeral stream.

Health officer - means the chief administrative and executive officer of the Department, or the appointed health officer of the Board of Health. Health officer includes a director of the Department.

Higher level treatment - means designated treatment levels other than treatment level 1 (see Table 4).

Holding tank - See Vault.

Infiltrative surface - means designated interface where effluent moves from distribution media or a distribution product into treatment media or original soil. In standard trench or bed systems this will be the interface of the distribution media or product and in-situ soil. Two separate infiltrative surfaces will exist in a mound system and an unlined sand filter, one at the interface of the distribution media and fill sand, the other at the interface of the fill sand and in-situ soil.

Inspection port - means an access point in a system component that enables inspection, operation and/or maintenance.

Invert - means elevation of the bottom of the inside pipe wall or fitting.

Lateral - means a pipe, chamber, or other conveyance used to carry and distribute effluent.

Leach field - See Soil treatment Area

Limiting layer - means a horizon or condition in the soil profile or underlying strata that limits the treatment capability of the soil or severely restricts the movement of fluids. This may include soils with

low or high permeability, impervious or fractured bedrock, or a seasonal or current ground water surface.

Liner - means an impermeable synthetic or natural material used to prevent or restrict infiltration and/or exfiltration. For the purposes of this Regulation, the minimum thickness of a liner must be thirty (30) ml.

Linear loading rate - means the amount of effluent applied per linear foot along the contour (gpd/linear ft.).

Long-term acceptance rate - (LTAR) – means a design parameter expressing the rate that effluent enters the infiltrative surface of the soil treatment area at equilibrium, measured in volume per area per time, e.g. gallons per square foot per day (gal/ ft²/day).

Malfunction - means the condition in which a component is not performing as designed or installed and is in need of repair in order to function as originally intended.

Manufactured media - See Media, other manufactured and Media, enhanced manufactured

Media - means solid material that can be described by shape, dimensions, surface area, void space, and application.

Media, enhanced manufactured - means an accepted proprietary manufactured distribution product, wrapped in a specified fabric, and placed on a specified sand base or media that does not mask the infiltrative surface of the in-situ soil.

Media, other manufactured - means an accepted proprietary manufactured distribution product made of synthetic media for distribution of effluent that is placed directly on the in-situ soil.

Media, treatment - means non-or slowly-degradable media used for physical, chemical, and/or biological treatment in an On-Site Wastewater Treatment System component.

Mound - means a soil treatment area whereby the infiltrative surface is at or above original grade at any point.

Nitrogen reduction - means a minimum 50 percent (50%) reduction of influent nitrogen strength which is the minimum objective of NSF/ANSI Standard 245 - Wastewater Treatment Systems - Nitrogen Reduction.

NDDS - means a Non-Pressurized Drip Dispersal System.

On-Site Wastewater Treatment System - or **OWTS** and, where the context so indicates, the term **System** - means an absorption system of any size or flow or a system or facility for treating, neutralizing, stabilizing, or dispersing sewage generated in the vicinity, which system is not a part of or connected to a sewage treatment works.

Operating Permit - means a renewable permit that addresses specific operation and/or maintenance requirements for an existing OWTS that includes mechanical or electrical treatment components, or a system that is designed to meet specific wastewater treatment levels as set forth in these Regulations.

Percolation test - means a subsurface soil test at the depth of a proposed absorption system or similar component of an OWTS to determine the water absorption capability of the soil, the results of which are normally expressed as the rate at which one (1) inch of water is absorbed. The rate is expressed in minutes per inch.

Performance standard - means minimum performance criteria for water quality and operation and maintenance established by the regulatory authority to ensure compliance with the public health and environmental goals of the state or public health agency.

Permeability - means the property of a material which permits movement of water through the material.

Permit - means a permit for the construction or alteration, installation, and use or for the repair of an On-Site Wastewater Treatment System.

Person - means an individual, partnership, firm, corporation, association, or other legal entity and also the state, any political subdivision thereof, or other governmental entity.

Pressure distribution - See Dosing, pressure

Privy - means an above grade structure allowing for the disposal of excreta not transported by a sewer and which provides privacy and shelter and prevents access to the excreta by flies, rodents, or other vectors.

- A. **Pit privy** - privy over an unlined excavation.
- B. **Vault privy** - privy over a vault.

Professional engineer - means an engineer licensed in accordance with C.R.S. §12-25-114.

Professional geologist - means a person who is a graduate of an institution of higher education which is accredited by a regional or national accrediting agency, with a minimum of thirty semester (forty-five quarter) hours of undergraduate or graduate work in a field of geology and whose post-baccalaureate training has been in the field of geology with a specific record of an additional five years of geological experience to include no more than two (2) years of graduate work.
C.R.S. §23-41-208 and C.R.S. §34-1-201.

Proprietary product - means a manufactured component or other product that is produced by a private person. It may be protected by patent, trademark or copyright.

Public domain technology - means a system that is assembled on location from readily available components and is based on well-established design criteria and is not protected by patent, trademark or copyright.

Record drawing - means construction drawings provided to illustrate the progress or completion of the installation of an OWTS, or components of the OWTS; typically based on field inspections by the designer or the department.

Redoximorphic - means a soil property that results from the reduction and oxidation of iron and manganese compounds in the soil after saturation with water and subsequent desaturation.

Regulations - means this On-site Wastewater Regulation, adopted by the Board of Health of Arapahoe County.

Regulation 43 - means the CDPHE Water Quality Control Commission On-Site Wastewater Treatment System Regulation 43, 5 CCR 1002-43, Effective June 30, 2017.

Remediation system - means a treatment system, chemical/biological additive or physical process that is proposed to restore the soil treatment area of an OWTS to intended performance.

Repair - means restoration of functionality and/or treatment by reconstruction, relocation, or replacement of an On-Site Wastewater Treatment System or any component thereof in order to allow the system to function as intended.

Replacement system - See Repair.

Riser - means a watertight vertical cylinder and lid allowing access to an OWTS component for inspection, cleaning, maintenance, or sampling.

Rock-plant filter - means a designed system which utilizes treatment media and various wetland plants to provide treatment of wastewater through biological, physical, and chemical processes. Also called a constructed wetland.

Sand filter - means an engineer designed OWTS that utilizes a layer of specified sand as filter and treatment media and incorporates pressure distribution.

Sand filter, lined - means an engineer designed OWTS that has an impervious liner and under-drain below the specified sand media. Lined sand filters may be intermittent / single pass where the effluent is distributed over the sand bed a single time before distribution to a soil treatment area, or re-circulating where part of the effluent is returned to an earlier component for additional treatment before distribution to a soil treatment area.

Sand filter, unlined - means an engineer designed OWTS that includes a layer of specified sand used as a treatment media without a liner between the sand and the existing soil on which it is placed.

Seepage pit - means an excavation deeper than it is wide that receives septic tank effluent and from which the effluent seeps from a structural internal void into the surrounding soil through the bottom and openings in the side of the pit.

Septage - means a liquid or semisolid that includes normal household wastes, human excreta, and animal or vegetable matter in suspension or solution generated from a residential septic tank system. Septage may include such material issued from a commercial establishment if the commercial establishment can demonstrate to the Division that the material meets the definition for septage set forth in this subsection. Septage does not include chemical toilet residuals.

Septic tank - means a watertight, accessible, covered receptacle designed and constructed to receive sewage from a building sewer, settle solids from the liquid, digest organic matter, store digested solids through a period of retention, and allow the clarified liquids to discharge to other treatment units for final disposal.

Sequential distribution - means a distribution method in which effluent is loaded into one trench and fills it to a predetermined level before passing through a relief pipe or device to the succeeding trench. The effluent does not pass through the distribution media before it enters succeeding trenches.

Serial distribution - means a distribution method in which effluent is loaded into one trench and fills it to a predetermined level before passing through a relief pipe or device to the succeeding trench. The effluent passes through the distribution media before entering succeeding trenches which may be connected to provide a single uninterrupted flow path.

Sewage - means a combination of liquid wastes that may include chemicals, house wastes, human excreta, animal or vegetable matter in suspension or solution, and other solids in suspension or solution, and that is discharged from a dwelling, building, or other establishment. See also Wastewater.

Sewage treatment works - has the same meaning as “domestic wastewater treatment works” under C.R.S. §25-8-103.

Site evaluation - means a comprehensive analysis of soil and site conditions for an OWTS.

Site evaluator - means a practitioner who conducts preconstruction site evaluations, including visiting a site and performing soil analysis, a site survey, or other activities necessary to determine the suitability of a site for an OWTS.

Slit trench latrine - means a temporary shallow trench for use as disposal of non-water-carried human waste.

Soil - means: 1) unconsolidated mineral and/or organic material on the immediate surface of the earth that serves as a medium for the growth of plants and can potentially treat wastewater effluent; 2) unconsolidated mineral or organic matter on the surface of the earth that has been subjected to and shows effects of: a) pedogenic and environmental factors of climate (including water and temperature effects) and, b) macro and microorganisms, conditioned by relief, acting on parent material over a period of time.

Soil evaluation - means a percolation test, soil profile, or other subsurface soil analysis at the depth of a proposed soil treatment area or similar component or system to determine the water absorption capability of the soil, the results of which are normally expressed as the rate at which one (1) inch of water is absorbed or as an application rate of gallons per square foot per day.

Soil horizon - means layers in the soil column differentiated by changes in texture, color, redoximorphic features, bedrock, structure, consistence, and any other characteristic that affects water movement or treatment of effluent.

Soil morphology - means: 1) physical constitution of a soil profile as exhibited by the kinds, thickness, and arrangement of the horizons in the profile; and by the texture, structure, consistence, and porosity of each horizon; and 2) visible characteristics of the soil or any of its parts.

Soil profile test pit excavation - means a trench or other excavation used for access to evaluate the soil horizons for properties influencing effluent movement, bedrock, evidence of seasonal high ground water, and other information to be used in locating and designing an On-Site Wastewater Treatment System.

Soil structure - means the naturally occurring combination or arrangement of primary soil particles into secondary units or peds; secondary units are characterized on the basis of type, size class, and grade (degree of distinctness).

Soil texture - means proportion by weight of sand, silt, and clay in a soil.

Soil treatment area - means the physical location where final treatment and dispersal of effluent occurs. Soil treatment area includes drainfields, mounds, and drip fields.

Soil treatment area, alternating - means final treatment and distribution component that is composed of two soil treatment areas that are independently dosed.

Soil treatment area, sequencing - means a soil treatment area having more than two (2) sections that are dosed on a frequent rotating basis.

State Waters - has the meaning set forth under C.R.S. §25-8-103.

Strength, wastewater - means the concentration of constituents of wastewater or effluent; usually expressed in mg/L.

Suitable soil - means a soil which will effectively treat and filter effluent by removal of organisms and suspended solids, which meets long-term acceptance rate requirements as defined in Table 10, and has the required vertical thickness below the infiltrative surface and above a limiting layer.

System - See On-Site Wastewater Treatment System

Systems cleaner - means a person licensed by the Department and engaged in and who holds himself or herself out as a specialist in the cleaning and pumping of On-Site Wastewater Treatment Systems and removal of the residues deposited in the operation thereof.

Systems contractor - means a person licensed by the Department and engaged in and who holds himself or herself out as a specialist in the installation, renovation, and repair of On-Site Wastewater Treatment Systems.

Total suspended solids - means measure of all suspended solids in a liquid; typically expressed in mg/L.

Transfer of Title - means change of ownership of a property.

Treatment level - means defined concentrations of pollutants to be achieved by a component or series of components of an OWTS.

Treatment media - See Media, treatment

Treatment unit - means a component or series of components where solids or pollutants are removed from wastewater or effluent from a preceding component.

Trench - means: 1) below-grade soil treatment area consisting of a shallow excavation with a width of three (3) feet or less containing distribution media and one (1) lateral; and 2) excavation for placement of piping or installation of electrical wire or conduit.

Uniformity coefficient - means a value which is the ratio of D60 to D10 where D60 is the soil diameter of which 60 percent (60%) of the soil weight is finer and D10 is the corresponding value at 10 percent (10%) finer. (A soil having a uniformity coefficient smaller than four (4) would be considered "uniform" for purposes of this Regulation.)

Use Permit - means a permit authorizing the use of an OWTS as more fully set forth in Section 4 herein.

Use Permit, Higher Level Treatment – means a permit authorizing the use of a Higher Level Treatment system as more fully set forth in Section 5 herein.

Vault - means a watertight, covered receptacle, which is designed to receive and store excreta or wastes either from a building sewer or from a privy and is accessible for the periodic removal of its contents. If the vault is intended to serve a structure or structures that are projected to generate a domestic wastewater flow of greater than two thousand gallons per day or more at full occupancy, the vault is a domestic wastewater treatment works. Vaults are On-Site Wastewater Treatment Systems.

Visual and tactile evaluation of soil - means the determination of the properties of soil by standardized tests of appearance and manipulation in the hand.

Volume, effective - means the amount of effluent contained in a tank under normal operating conditions; for a septic tank, effective volume is determined relative to the invert of the outlet. For a dosing tank, the effective volume under normal conditions is determined relative to the invert of the inlet and the control off level.

Wastewater, domestic - means combination of liquid wastes (sewage) which may include chemicals, household wastes, human excreta, animal or vegetable matter in suspension or solution, or other solids in suspension or solution which are discharged from a dwelling, building or other structure.

Wastewater, high strength - means: 1) wastewater from a structure having BOD₅ greater than 300 mg/L; and/or TSS greater than 200 mg/L; and/or fats, oils, and grease greater than 50 mg/L; or, 2) effluent from a septic tank or other pretreatment component (as defined by NSF/ANSI Standard 40 testing protocol) that has BOD₅ greater than 180 mg/L; and/or TSS greater than 80 mg/L; and/or fats, oils, and grease greater than 25 mg/L and is applied to an infiltrative surface.

Wastewater pond - means a designed pond which receives exclusively domestic wastewater from a septic tank and which provides an additional degree of treatment.

Water Course - means a natural or artificial channel through which water flows.

Water Quality Control Commission - See Commission

Water Quality Control Division - See Division

Wetland, constructed - See rock-plant filter.

Wetlands - means those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs and similar areas.

SECTION 3 NEW, REPAIR, EXPANSION, AND PRODUCT DEVELOPMENT PERMITS, AND INSPECTIONS

3.1 Permit Required

No person or persons shall install, alter, repair or use an On-Site Wastewater Treatment System (OWTS) within Arapahoe County, State of Colorado, unless such person holds a valid permit, issued by the Department in the name of the property owner for the specific construction, remodeling, installation, or use, proposed at the location described on the permit. A permit must be required for the expanded use of an existing system beyond the design capacity of said system.

3.2 Fees

- A. A non-refundable fee shall be required of applicants for accepting and processing an application for a permit to construct and install any new system, for the repair or alteration of any existing system, or the use of any system as set forth in Sections 4 and 5, herein. The fee shall be payable to the Department at the time the application is made to the Department.
- B. The Board of Health shall establish the amount of fees for each type of permit by resolution, as amended from time to time, which shall be available upon request. Fees are established pursuant to the provisions of the Act.
- C. The Board of Health may make provision for the waiver of any fee required for an OWTS.
- D. Surcharge

The Department must collect a fee of twenty-three dollars for each permit issued for a new, repaired, or upgraded OWTS. Of that fee, the Department must retain three dollars to cover the Department's administrative costs and twenty dollars must be transmitted to the state treasurer, who must deposit that sum in the water quality control fund created in C.R.S. §25-8-502(1)(c).

3.3 Permit Application Requirements and Procedures Information Required

Minimum Permit Application Requirements:

- A. Owner name and contact information;
- B. Property address;
- C. Property legal description;
- D. Type of permit;
- E. Report from Site and Soil Evaluation (Section 8.1);

- F. System design with a legible, accurate site plan which shows pertinent physical features on subject property, and on adjacent properties, as noted in Table 6 in Appendix A;
- G. Other information, data, plans, specifications and tests as required by the Department;
- H. When specific evidence suggests undesirable soil conditions exist, additional hydrological, geological, engineering or other information provided by a professional engineer or geologist may be required to be submitted by the applicant. This requirement shall not prejudice the right of the Department to develop its own information from its own source at its own expense.

3.4 Permit Expiration

Permits to install and construct an OWTS shall expire at the end of 12 months from date of issue unless the permit is extended to a fixed date upon written request by the applicant and at the discretion of the Department.

3.5 Changes in Condition after Permit Issuance

- A. Any changes or relocation of proposed structures or additions to the site and soil evaluation report without approval by the Department may void the permit.
- B. No change of design of an OWTS after the permit has been issued shall be made unless authorized in writing by the Department.

3.6 Denial of a Permit

- A. Denials of permits shall be made in writing by the Department stating reasons for the denial and requirements for reconsideration of the application.
- B. The Department may refuse to issue a permit for the construction of an OWTS where a sewage treatment works is available within 400 feet of the nearest property line and connection can be made thereto. In order for the Department to issue a permit, the applicant shall provide a letter from the sewer district, municipality or county having jurisdiction, stating whether it is permissible for the Department to issue a permit for installation, alteration or repair of an OWTS.
- C. Any applicant who is denied a construction permit, or any person who is adversely affected by the denial or issuance of a permit, within 30 days following such denial, may request a hearing before the Board of Health.
- D. Upon a finding, by the Board of Health after the review of a denial of a permit as provided by C.R.S. §25-10-111, that an applicant for OWTS has demonstrated that said system will be constructed and used in such a manner as to comply with the declaration and intent of these Regulations and all applicable state and local rules and regulations and required terms and conditions in any permit issued pursuant thereto, a permit may be issued therefore.

3.7 Disclaimer

The issuance of a permit and specifications of terms and conditions therein will not constitute assumption of liability, nor create a presumption that the Department or its employees may be liable for the failure or malfunctioning of any system nor act as a certification of the equipment used in the system (or any component thereof used in its operation); nor act as a certification that the system for which the permit was issued ensures continuous compliance with the provision of the OWTS Act, or rules and the regulations adopted thereunder or any terms and conditions of a permit.

3.8 Primary Enforcement Responsibility

- A. The primary responsibility for enforcement of the provisions of the OWTS Act, Regulation 43 and these Regulations will lie with the Board of Health.
- B. In the event that the Board of Health fails to administer and enforce the provisions of said Section and the regulations adopted under the OWTS Act, the Division may assume such functions of the Department or Board of Health as may be necessary to protect the public health and environment. C.R.S. §25-10-110.

3.9 Repair Permits

- A. Application to repair and for emergency use of a malfunctioning system shall be made within two (2) business days by any owner or occupant after receiving notice from the Department that the system serving his or her property is not functioning in compliance with these Regulations. The date of expiration for repair permits shall not extend beyond 30 days from the date of issuance and shall not be renewed unless such person can show good cause in writing to the Department and can demonstrate that no hazard or nuisance exists on the property.
- B. Concurrently with the issuance of a repair permit, the Department may issue an emergency use permit authorizing continued use of a malfunctioning system on an emergency basis for a period not to exceed the period stated in the repair permit. Such an emergency use permit may be extended, for good cause shown, in the event repairs may not be completed in the period stated in the repair permit through no fault of the owner or occupant and only if the owner or occupant will continue to make repairs to the system.
- C. A Major Repair Permit shall be required for the following types of repairs or alterations:
 - 1) Replacement of an existing soil treatment area with or without the addition of a lift station.
 - 2) Addition of a soil treatment area with or without the addition of a lift station.
 - 3) Expansion of an existing soil treatment area with or without the addition of a lift station.
 - 4) Implementation of a soil-based remediation system
- D. A Minor Repair Permit shall be required for the following types of repairs or alterations:

- 1) Addition or replacement of a septic tank
- 2) Implementation of a septic tank-based remediation system
- 3) Addition of a lift station or pump and associated piping, where a lift station, pump or piping were not part of the original OWTS system.

3.10 Variance Procedure

A. Request for Variance

An applicant for a permit to construct a new OWTS or to repair or expand an OWTS may request a variance from any provision of this Regulation, except as prohibited in Section 3.10.C.

B. Variance requests must be accompanied by:

- 1) Site-specific request identifying the specific criteria from which a variance is being requested;
- 2) Technical justification by a professional engineer or professional geologist, which indicates the specific conditions which exist and/or the measures which will be taken that support a finding that the variance will result in no greater risk than that associated with compliance with the requirements of the Regulation. Examples of conditions which exist, or measures which might be taken, include but are not limited to the following: evidence of a natural or manmade physical barrier to the movement of effluent to or toward the feature from which the variance is requested; placement of a manmade physical barrier to the movement of effluent to or toward the feature from which the variance is requested; soil replacement with sand filter media to reduce the infiltration rate of the effluent such that the travel time of the effluent from the soil treatment area to the physical feature is no less than the travel time through the native soils at the prescribed setback and Treatment Level (TL) 2;
- 3) A discussion of alternatives considered in lieu of the requested variance;
- 4) Technical documentation for selected alternative, which may include a testing program, which confirms that the variance does not increase the risk to public health and to the environment;
- 5) A statement of the hardship that creates the necessity for the variance; and
- 6) The Department has the authority to impose site-specific requirements and conditions on any variance granted.

C. Prohibitions on the Granting of Variance Requests

- 1) No variance shall be issued where the property can accommodate a conforming OWTS.

- 2) No variance shall be issued to mitigate an error in construction involving any element of property improvements.
- 3) No variance shall be allowed solely for economic gain.
- 4) No variance shall be issued, if it will result in a setback reduction to an offsite physical feature that does not conform to the minimum setbacks defined in Table 6 in Appendix A of this Regulation without the Board of Health considering any concerns of the owner of property containing said feature. Property lines are considered offsite features. The owner of the property containing said feature must be notified of the time and date of the hearing.
- 5) No variance shall be issued, if it reduces the separation to ground water or bedrock based on the level of treatment in Table 7 in Appendix A.
- 6) No variance from the horizontal setback from a well shall be issued unless it also meets the variance requirements of the Board of Examiners of Water Well Construction and Pump Installation Contractors.

D. Variances for Repair of Failing Systems

- 1) When a proposed variance for a system repair or upgrade would result in encroachment on minimum distances to physical features on neighboring properties required by the Department, the requirements in 3.10.B above must be followed.
- 2) For the repair of or upgrade to an existing system where the existing system does not meet the required separation distances and where conditions other than lot size precludes adherence to the required distances, a variance to the separation distances may be requested. The repairs or upgrade must be no closer to features requiring setbacks than the existing facilities. Variances requesting setbacks no closer than existing setbacks do not have to provide technical justification from a professional engineer or professional geologist.

E. Burden of Proof

The applicant has the burden of proof to demonstrate that the variance is justified and will pose no greater risk to public health and the environment than would a system meeting this Regulation.

F. Public Hearing

Upon receipt of the request for a variance and the required information in Section 3.10.B, the Department shall schedule a public hearing before the Board of Health. The Department will issue a Public Notice of the Hearing and send notice via certified mail, with a minimum 20-day reply time from the date of mailing, to all adjacent property owners. The applicant and his/her engineer may attend the hearing and present testimony regarding the request for a variance. Applicants may be represented by legal counsel at any public hearing or meeting.

G. Outcome of the Variance Proceeding

- 1) Following the Public Hearing, the Board of Health shall vote on the proposed variance. Approval of the variance shall require a majority vote of the Board of Health. The applicant will receive written notification of the decision regarding the request for a variance.
- 2) The Board of Health may impose requirements and conditions on any variance granted, and the notice of an approval of the variance will include any conditions of the approval. The notice of a denial of a variance shall include the basis for the denial.
- 3) Variances and any conditions thereof shall be recorded on the deed to the property and any expenses associated with that recording shall be the responsibility of the party obtaining the variance.

H. Findings on Appeal

- 1) A request for review must be made within 60 days after denial of an application by the Department.
- 2) The applicant must bear the burden of supplying the Board of Health with sufficient evidence to document that the denied system will be constructed and used in such a manner that will result in no greater risk than that associated with compliance with the requirements of Regulation 43, comply with the declaration and intent of this Regulation, and comply with all applicable state and local regulations and required terms and conditions in any permit.
- 3) Such review must be conducted pursuant to the requirements of C.R.S. §24-4-105.

3.11 Site Inspection Following Permit Application and Prior to Permit Issuance

After receiving an application as required in Section 3.3 for an OWTS permit, the application shall be reviewed by the Department and an inspection of the premises (site visit), unless previously made, shall be made by the Department. A determination may be made by the Department as to the suitability of the site and of the proposed design based upon observation of a test pit as required in Section 8.5 to verify depth of the ground water table, suitable soil, depth to bedrock, in addition to ground slope and pertinent physical features.

3.12 Department Review and Determination

The Department shall review each application along with test results and other required information. The Department will determine if the proposed system design is in compliance with the Act, and these Regulations adopted thereunder after which a permit may be issued.

3.13 Final Inspection-Non-Engineered (Conventional System)

- A. It is the responsibility of the system contractor to notify the Department when construction, installation, alteration, or repair has been sufficiently completed to allow inspection of the conventional system before the system is placed in use.
- B. Inspection of the system by the Department shall be made after being notified that the conventional system is ready for inspection.
- C. Final inspection and approval of conventional OWTS shall be made by the Department before fill is placed to cover any part of the system to confirm that it was installed according to the permit requirements.
- D. The Department will determine if work has been performed in accordance with the permit requirements and will determine if the system complies with the Act, and these Regulations adopted thereunder.
- E. A scaled record drawing showing all components of the OWTS including their location from known and findable points, dimensions, depths, sizes, manufacturers' names and models as available, and other information relative to locating and maintaining the OWTS components, shall be prepared and submitted to the Department.
- F. If the property line is within 15 feet of any system component, the line must be marked before final inspection by the Department.
- G. At the completion of the installation of the OWTS, the designer shall submit to the Department a letter stating that the system has been installed in conformance with the plans and specifications approved by the Department and a scaled record drawing of the system as required in Section 3.13.E. The letter shall include a list of all inspections made and whether those inspections were satisfactory.

3.14 Final Inspection-Engineered System

- A. It is the responsibility of the systems contractor to notify the professional engineer and the Department when construction, installation, alteration, or repair has been sufficiently completed to allow inspection of the engineered system before the system is placed in use. The system installer shall notify the professional engineer to make all specified inspections during the course of construction.
- B. Final inspection and approval of all engineered OWTS shall be made by the professional engineer before fill is placed to cover any part of the system.
- C. Final inspection and approval of the engineered OWTS shall be made by the Department before fill is placed to cover any part of the system confirming that it was installed according to the permit requirements.
- D. Engineered systems shall be inspected by or under the supervision of the professional engineer responsible for the design. If the professional engineer is not available, another

- Registered Professional Engineer may provide the inspections and will become the professional engineer of record and be responsible for the system.
- E. A scaled record drawing showing all components of the OWTS including their location from known and findable points, dimensions, depths, sizes, manufacturers' names and models as available, and other information relative to locating and maintaining the OWTS components, shall be prepared and submitted to the Department.
 - F. The Department will determine if work has been performed in accordance with the permit requirements and will determine if the system complies with the Act, and these Regulations adopted thereunder.
 - G. If the property line is within 15 feet of any system component, the line must be marked before final inspection by the Department.
 - H. At the completion of the installation of an engineered system, the engineer shall submit to the Department a letter stating that the system has been installed in conformance with the plans and specifications approved by the Department and the scaled record drawing of the system as required in Section 3.14.E. The engineer's letter shall include a list of all inspections made and whether those inspections were satisfactory.

3.15 Authorization to Enter Upon Property

For the purpose of inspection and enforcing applicable rules and regulations and the terms and conditions of any permit issued in these Regulations, authorized members of the Department may enter upon private property at reasonable times and upon reasonable notice for the purpose of determining whether operating OWTS are functioning in compliance with the Act, Regulation 43, with these Regulations and with the terms and conditions of any permit issued thereunder, as well as to inspect and conduct tests in evaluating any permit application. The owner or occupant of the property having an OWTS shall permit authorized members of the Department access to the property to conduct required tests, take samples, monitor compliance, and make inspections.

3.16 Product Development Permit

- A. For products that have not received Division acceptance under Section 16.4, the manufacturer may apply to the Department for a product development permit. Requirements for proprietary treatment product acceptance are located in Section 16.4 of this regulation.
- B. For products or types of systems which have not been otherwise accepted by the Division pursuant to Section 16.4, the local board of health may approve an application for a product development permit only if the system has been designed by a professional engineer, and only if the application provides proof of the ability to install a replacement OWTS in compliance with all local requirements in a timely manner in the event of a failure or malfunction of the system installed.

- C. Before a product development permit is issued, the Division must determine that the product to be tested qualifies for testing under the product development evaluation based on information submitted to the Division.
 - 1) Applicant must provide evidence of nationally accepted third-party testing of the product to be evaluated, or;
 - 2) Provide test data from multiple single-family homes under normal working conditions that meet the following criteria:
 - a) Test data must be provided from a minimum of four (4) sites.
 - b) Each system must be tested over a period of at least one (1) year.
 - c) Each system must be sampled at least three (3) times during the year with at least one (1) sample obtained during cold weather conditions.
 - d) Laboratory results for all parameters for which acceptance is being requested must be submitted.
 - e) The Board of Health must not arbitrarily deny any person the right to consideration of an application for such a system and must apply reasonable performance standards in determining whether to approve such an application; C.R.S. §25-10-108 (2).
- E. A completed application for a product development permit must be submitted to the Department at least 30 days in advance of installation of the product.
- F. An application for a product development permit must include the following:
 - 1) Proof of the ability to install a replacement OWTS in compliance with all local requirements in a timely manner in the event of a failure or malfunction of the system under testing;
 - 2) A description of the product under development including performance goals;
 - 3) Documentation signed by the owner of the proposed product development site allowing access to the Department and Division for inspection of the site; and
 - 4) Design documents as required in Section 8.10 of this Regulation
- G. The Department may stipulate additional requirements for the product development permit necessary to ensure that the system performs as intended.
- H. A product development permit is a site-specific permit. Product development testing at multiple sites requires a product development permit for each site.
- I. During the term of the product development permit, all data collected is to be submitted to the Division and the Department.

- J. The Department may revoke or amend a product development permit, if the continued operation or presence of the product under development:
 - 1) Presents a risk to the public health or environment;
 - 2) Causes adverse effects on the proper function of the OWTS on the site;
 - 3) Leaks or discharges effluent on the surface of the ground; or
 - 4) If the developer of the product fails to comply with any requirements stipulated on the permit by the Department or the Division.
- K. If the product development permit is revoked, the product developer must install a replacement OWTS in compliance with this Regulation and within the time frame established by the Department.
- L. Once the system is installed and approved, the Department must supply the Division with a copy of the completed OWTS permit.

SECTION 4 USE PERMITS

4.1 Initial Issuance of Use Permit

As of the effective date of this Regulation, systems that have never completed the permitting or approval process established by the Department shall be deemed to be operating without a valid Use Permit, until a Use Permit has been issued as more fully set forth in this Section 4.

4.2 Events Requiring a Use Permit

- A. The owner or seller of a property served by an OWTS shall obtain an inspection report and the issuance of a Use Permit, as applicable, dated within 12 months prior to the occurrence of one (1) or more of the following events:
 - 1) The sale of the property, as more fully defined in Section 4.3, herein;
 - 2) A remodel that includes the addition of one (1) bedroom;
 - 3) A change in use of the property from residential to commercial;
 - 4) Connection of a modular unit or mobile home to the system; and
 - 5) Other conditions that the Department may deem appropriate.
- B. In the case of a sale, as indicated in Section 4.3, if the property owner does not obtain a use permit prior to a covered transaction, the purchaser of the property shall then be required to obtain a Use Permit.

4.3 Sale

For the purposes of these Regulations, the term “sale” shall mean the transfer, sale or conveyance of any real property served by an OWTS, and therefore subject to these Regulations, but shall exclude the following types of transfers:

- A. Change in ownership solely to include or exclude a spouse or child;
- B. Transfer subject to life estate;
- C. Transfer to effect foreclosure or forfeiture of real property, provided, however, the subsequent sale of the foreclosed property by the foreclosing entity shall require the issuance or renewal of a Use Permit;
- D. Transfer by redemption from a tax sale, provided, however, the subsequent sale of the redeemed property by the redeeming entity shall require the issuance or renewal of a Use Permit;
- E. Transfer creating or ending joint ownership if at least one person is an original owner of the property and/or his or her spouse or children;
- F. Transfer of property containing premises that have been demolished or are otherwise uninhabitable;
- G. Transfer for the vacation or granting of a public right of way;
- H. Transfer from a person to a trust or to themselves as trustee(s) of a trust estate; and
- I. New homes that have not yet been occupied.

4.4 Application Requirements

- A. The applicant must submit the following items to the Department when applying for a Use Permit or Renewal of a Use Permit:
 - 1) Completed application on the forms provided by the Department, including:
 - 2) Owner’s name and contact information;
 - 3) Physical address of property;
 - 4) Legal description of property;
 - 5) Name of Inspector; Inspector’s NAWT or other applicable certification number;
 - 6) Date and time of the inspection(s); and
 - 7) An inspection report completed within the previous 12 months of the event in Section 4.2.A., above, noting the condition of the septic tank and any mechanical components

such as pumps, alarms, or higher level treatment systems, and the condition of the soil treatment area, including a septic tank pumping receipt, when applicable, based on the inspection report.

- B. All components that are found to be in a state of malfunction must be noted and disclosed within the inspection report.
- C. Completed "Inspection Report(s)" on forms provided by the Department, from a Department approved Use Permit Inspector, as hereinafter defined in Section 4.9.
- D. A non-refundable Use Permit fee or Renewal of a Use Permit fee in the amount established by resolution of the Board of Health, as amended from time to time. The fee will be payable to the Department at the time the application is made.

4.5 Minimum Criteria for Renewal of a Use Permit

- A. In order to obtain a Renewal of a Use Permit, the inspection of the existing OWTS system shall verify that the OWTS system meets, at a minimum, the following criteria and conditions:
 - 1) Submittal of an inspection report on Department approved forms; and
 - 2) Verification that all deficiencies identified during the inspection, as set forth in the "Inspection Report" have been corrected in accordance with these Regulations.
- B. If it is determined that OWTS system meets the foregoing criteria, the Department shall issue a Renewal of a Use Permit, setting forth the terms and conditions of approval.

4.6 Minimum Criteria for Issuance of a Use Permit

Items noted in the inspection report that do not comply with the following criteria and conditions must be corrected along with necessary permits and inspections prior to the issuance of a Use Permit:

- A. A structurally sound septic tank, in good working order, and provided with safe and secure lids;
- B. All internal devices and appurtenances such as tees, effluent screens and baffles that were originally provided with the tank or added later must be intact and in working order;
- C. All internal devices and appurtenances such as tees, effluent screens and baffles that were originally provided with the tank or added later must be intact and in working order;
- D. Alarms, control devices, and components necessary for the operation of the system are present and in good working order;
- E. Tanks shall be inspected to assure that they are structurally sound and that all components such as lids, baffles, tees, vents, etc. are present and in good condition. The scum and sludge level in the tanks shall be measured and tanks shall be pumped if the scum and

- sludge depth exceeds 25% of the operating volume of the tank. The liquid level in the tank shall not be lower than the outlet invert;
- F. A soil treatment area, or other means of subsurface wastewater treatment, must be present and not in a state of failure;
 - G. There are no unapproved wastewater discharges from the system or structure; and
 - H. Any items meeting the conditions of a "Failure" as defined in this Regulation have been corrected to the acceptance of the Department.

4.7 Issuance of a Use Permit

- A. The Use Permit shall set forth the terms and conditions of approval, as follows:
 - 1) Statement of the size, type and capacity of the system and a record drawing, either from the Department's records (verified by the inspector) or from the inspection reports;
 - 2) Evidence of past system failures as shown in Department's records;
 - 3) Circumstances or factors that may have affected the ability of the inspector to evaluate the system;
 - 4) Whether the system meets the permitting requirements of the Department; and
 - 5) Other information the Department may deem appropriate
- B. The Use Permit will remain valid until the date of real estate closing or for a maximum period of twelve months, whichever comes first.
- C. Waiver of a Use Permit

If it is determined by the Department that an OWTS does not meet the requirements for issuance of a Use Permit, a conditional Use Permit may be issued, provided that the purchaser of the property agrees to obtain a permit and complete all necessary repairs to the system (or connect to a sanitation district, if appropriate) within 30 days of occupancy of the structure. If a permitted repair is required, the repairs must be completed by the expiration date of the permit.

- D. Revocation of a Use Permit

A Use Permit must be revoked if it is determined that the system is no longer functioning in accordance with this Regulation or that false or misleading material statements were made on the application or inspection reports.

E. Penalties

Failure to obtain a Use Permit for a covered transaction as provided by this Regulation will subject the owner who failed to obtain the Use Permit to the penalties as more fully set forth in C.R.S. §25-10-113.

4.8 Malfunctioning Systems

Systems found to be malfunctioning during inspection by the Use Permit Inspector shall be repaired in accordance with the terms of these Regulations.

4.9 Use Permit Inspectors

A Use Permit Inspector shall be a person currently licensed or certified by a nationally recognized inspector training and certification program such as the National Association of Wastewater Technicians (NAWT), National Sanitation Foundation (NSF), or approved equivalent certification.

SECTION 5 USE PERMITS – HIGHER LEVEL TREATMENT

5.1 Applicability

- A. A Use Permit under this Section shall mean a Use Permit for a higher level treatment system.
- B. A Use Permit shall be required for any system that includes a higher level treatment unit as defined by these Regulations.
- C. A Use Permit shall be maintained and renewed until the system is either abandoned or the Department authorizes the decommissioning or removal of the higher level treatment unit.
- D. The Department shall not authorize the removal of a higher level treatment unit unless the OWTS would conform to the requirements for TL1 systems, including minimum distance setbacks set forth in Table 6 in Appendix A, and vertical separation from the STA infiltrative surface to any limiting layer as set forth in Table 7 in Appendix A.
- E. The Board of Health shall adopt fees for the administration of Use Permits – Higher Level Treatment.

5.2 Minimum Application Requirements

Application for a Use Permit shall include:

- A. Owner name and contact information;
- B. Property address and legal description;

5.10 Owner Responsibilities

An owner shall, at a minimum:

- A. Ensure OWTS is operating, maintained and performing according to the required standards for the designated treatment level;
- B. Maintain an active service contract with a maintenance provider at all times; and
- C. Each time his/her current contract with a maintenance provider is renewed or replaced, send a copy to the Department within 30 days of signing.

SECTION 6 OPERATION AND MAINTENANCE

6.1 Responsibility

The owner must be responsible for maintenance of an OWTS unless the responsibility has been contractually assigned to a tenant or a third party or a public, quasi-public, or political subdivision.

6.2 Rules and Regulations-Board of Health Authority to Adopt

The Board of Health may adopt rules and regulations for:

- A. The scheduling of maintenance and cleaning of systems;
- B. Practices adequate to insure performance of an OWTS; and/or
- C. Submission of proof of maintenance and cleaning to the Department by the owner of the system

6.3 Permitting and Oversight of Maintenance for Soil Treatment Area Reductions and Vertical and Horizontal Separation Distance Reductions Based on Use of Higher Level Treatment

- A. Purpose

Reductions in requirements for soil treatment areas, vertical separation distances to limiting layers or reductions in horizontal separation distances by using higher level treatment systems are based on the criteria that these systems are functioning as designed. If these criteria are not met, failure or malfunction is likely, which could result in damage to public health and water quality.

- B. The Board of Health may permit reductions in the size of soil treatment areas and horizontal and vertical separation distances based on higher level treatment of effluent, subject to the requirements for a Use Permit – Higher Level Treatment in Section 5 of this

Regulation. The Department may designate a separate entity to conduct and maintain the oversight of this program. However, enforcement of the requirements of this Regulation will remain with the local board of health. System monitoring may be required.

6.4 Service Label

For higher level treatment systems or other components under a service contract, a clearly visible, permanently attached label or plate giving instructions for obtaining service must be placed at a conspicuous location.

6.5 Maintenance and Cleaning

In order to ensure good working order, all septic tanks shall be inspected once every four years and pumped when the accumulation of sludge and scum is greater than 25% of the operating volume of the treatment tank; as established in section 5.4.B.1). Dosing tanks shall be inspected and pumped if sludge accumulation is observed.

6.6 Monitoring and Sampling

- A. For an OWTS for which monitoring of effluent is required, the Department or delegated third party must collect and test effluent samples to ensure compliance with the provisions of this Regulation.
- B. Sampling may be required by the Department in conjunction with an enforcement action.
- C. Any owner or occupant of property on which an OWTS is located may request the Department to collect and test an effluent sample from the system. The Department may perform such collection and testing services. The owner or occupant must pay for these services.
 - 1) If the Department or a delegated third party collects and tests effluent samples, a fee not to exceed that which is allowed by the OWTS Act may be charged for each sample collected and tested. Payment of such charge must be stated in the permit as a condition for its continued use.
- D. Conditions when the Department can require routine monitoring:
 - 1) Indications of inadequate performance;
 - 2) Location in sensitive areas;
 - 3) Experimental systems; and/or
 - 4) Systems under product development permits.
- E. Sampling and analysis must be performed according to American Public Health Association, American Water Works Association, and Water Environment Federation: Standards Methods for the Examination of Water and Wastewater, 23rd edition.

6.7 Disposal of Waste Materials

All material pumped from an OWTS during a cleaning procedure shall be disposed at a site approved by local county officials or the Department in a manner which does not create a hazard to the public health, a nuisance, or an undue risk of pollution and which complies with all applicable state and local rules and regulations.

6.8 Termination of Use or Abandonment of an OWTS

- A. The Department shall be notified, in writing, when a tank, vault, seepage pit, or cesspool is abandoned, and a pump receipt provided.
- B. The contents of a septic tank, vault, seepage pit, or cesspool, the use of which has been terminated, shall be removed and properly disposed of.
- C. A tank may be completely removed and the parts disposed of safely.
- D. If the tank will remain in place:
 - 1) The tank must be pumped to remove as much waste as possible;
 - 2) The bottom of the tank must be broken so the tank neither floats nor fills with water;
 - 3) The top must be collapsed and the sides may be broken into the void;
 - 4) The remaining void must be filled with gravel, sand or compacted soil; and
 - 5) The filled excavation will be graded to surroundings, allowing for settling.
- E. The Department may require abandonment of a tank that is deemed to be a hazard.

SECTION 7 REGULATION OF SYSTEMS CONTRACTORS AND CLEANERS

7.1 Systems Contractor License

- A. No person shall install, alter, or repair an OWTS unless he holds a valid Systems Contractor License issued by the Department.
- B. A system contractor license is issued to the individual who provides documentation of completion of the National Association of Wastewater Technicians (NAWT) Installers Course or approved equivalent. Successful completion of the CDPHE Part A Systems Contractor Examination may be substituted until the next NAWT Installer Course is available. The license shall follow the individual if they change employment. Each systems contractor shall have a minimum of one (1) owner or employee with a valid systems contractor license at all times.

Control District designation exists. This restriction shall not apply to the replacement of, or improvements to the operation of, existing OWTS located within the 100-year floodplain.

SECTION 18 GENERAL PROHIBITIONS AND PENALTIES

18.1 General Prohibitions; C.R.S. §25-10-112.

- A. No city, county, or city and county shall issue to any person:
 - 1) A permit to construct or remodel a building or structure that is not serviced by a sewage treatment works until the Department has issued a permit for an OWTS.
 - 2) An occupancy permit for the use of a building that is not serviced by a sewage treatment works until the Department makes a final inspection of the OWTS, provided for in C.R.S. §25-10-106 (1) (h), and the Department approves the installation.
- B. The construction of new, or the repair of existing cesspools is prohibited. Where an existing cesspool is failing, a conforming OWTS must be installed. Where space is not available for a conforming OWTS, the criteria for repairs established within Section 13.8 must be followed.
- C. A person must not connect more than one (1) dwelling, commercial, business, institutional or industrial unit to the same OWTS unless such multiple connection was specified in the application submitted and in the permit issued for the system.
- D. No person shall construct or maintain any dwelling or other occupied structure which is not equipped with adequate facilities for the sanitary disposal of sewage.
- E. All persons shall dispose of septage removed from systems in the process of maintenance or cleaning at an approved site and in an approved manner.

18.2 Prohibition of On-Site Wastewater Treatment Systems in Unsuitable Areas

- A. The Board of Health may prohibit issuance of OWTS permits in accordance with applicable land use laws and procedures for defined areas in which the Board of Health determines that construction and use of additional OWTS may constitute a hazard to public health or water quality.
- B. Within the Cherry Creek watershed in Arapahoe County, no new OWTS shall be constructed within the 100-year floodplain as designated by the Urban Drainage and Flood Control District, or the Federal Emergency Management Agency if no Urban Drainage and Flood Control District designation exists. This restriction shall not apply to the replacement of, or improvements to the operation of, existing OWTS located within the 100-year floodplain.

18.3 Penalties- C.R.S. §25-10-113

Any person who commits any of the following acts or violates any of the provisions of this Section commits a Class 1 petty offense as defined in C.R.S. §18-1.3-503, and as otherwise may be permitted in the OWTS Act:

- A. Constructs, alters, installs, or permits the use of any OWTS without first having applied for and received a permit as provided for in C.R.S. §25-10-106;
- B. Constructs, alters, or installs an OWTS in a manner which involves a knowing and material variation from the terms or specifications contained in the application, permit or variance;
- C. Violates the terms of a cease and desist order that has become final under the terms of C.R.S. §25-10-106 (1) (k);
- D. Conducts a business as a systems contractor without having obtained the license provided for in C.R.S. §25-10-109 (1);
- E. Conducts a business as a systems cleaner without having obtained the license provided for in C.R.S. §25-10-109 (2);
- F. Falsifies or maintains improper records concerning system cleaning activities not performed or performed improperly; or
- G. Willfully fails to submit proof of proper maintenance and cleaning of a system as required by these Regulations.

18.4 Civil Penalty

A. Assessment

Upon a finding by the Board of Health that a person is in violation of this Regulation, the Board of Health may assess a penalty of up to fifty (\$50.00) dollars for each day of violation, pursuant to C.R.S. §25-10-113 (2). In determining the amount of the penalty to be assessed, the Board of Health shall consider the seriousness of the danger to the health of the public caused by the violation, the duration of the violation, and whether the person has previously been determined to have committed a similar violation.

B. Appeal of Civil Penalty Assessment

A person subject to a penalty assessed pursuant to Section 18.3 may appeal the penalty to the Board of Health by requesting a hearing before the Board of Health. The request must be filed within thirty (30) days after the penalty assessment is issued. The Board of Health shall conduct a hearing upon the request in accordance with C.R.S. §24-4-105.

SECTION 19 ENFORCEMENT

19.1 Hearings

Hearings shall be administered pursuant to the requirements of the OWTS Act.

19.2 Notice of Violation

Whenever the Department determines that there has been a violation of any provision of these Regulations, the Department shall give notice of such violation to the responsible person. Such notice shall be in writing and shall particularize the violation, provide a reasonable time for correction, and be addressed to the owner and/or occupant of the property concerned.

19.3 Cease and Desist Orders

The Department may issue an order to cease and desist from the use of any OWTS or sewage treatment works which is found by the health officer not to be functioning in compliance with the OWTS Act, Regulation 43 or these Regulations, is found to constitute a nuisance or a hazard to public health, or has not otherwise received timely repairs under the provisions of C.R.S. §25-10-106 (1) (j). Such an order may be issued only after a hearing which shall be conducted by the Hearing officer of the Department not less than 48 hours after written notice thereof is given to the owner or occupant of the property on which the system is located. The order shall require that the owner or occupant bring the system into compliance or eliminate the health hazard within thirty (30) days, or thereafter cease and desist from the use of the system. A cease and desist order issued by the Hearing Officer shall be reviewable in the district court for the county wherein the system is located and upon a petition filed not later than ten days after the order is issued.

SECTION 20 BOARD OF HEALTH ADMINISTRATIVE PROCEDURES

20.1 Revocation of Systems Contractors or Cleaners Licenses

A systems contractor's or cleaner's license may be revoked for failure to comply with these Regulations. Revocation shall take place only after a hearing before the Board of Health. The license holder shall be given not less than ten (10) days' notice of the hearing and may be represented at the hearing by counsel.

20.2 Prohibition of On-Site Wastewater Treatment Systems in Unsuitable Areas

A Board of Health may prohibit issuance of OWTS permits in accordance with applicable land use laws and procedures for defined areas in which the Board of Health determines that construction and use of additional OWTS may constitute a hazard to public health or water quality.



Arapahoe County

5334 South Prince Street
Littleton, CO 80120
303-795-4630
Relay Colorado 711

Board Summary Report

File #: 25-190

Agenda Date: 3/19/2025

Agenda #: 6.a.



ARAPAHOE COUNTY



Financial Update

Breanna Paderewski, Director of Finance and Administration

Agenda

- CALPHO Policy Update
- Department Update
- FY24 End of Year Financials
- Fund Balance Projection

FY24 Quarterly Financials

2024 End of Year Highlights

Revenue

- Collected 106% of Budget
- Total Revenue \$25.4m
- \$7.1m in County Contribution
- \$16.2m in Reimbursable Grant Revenue

Expense

- Expensed 99.2% of Budget
- Total Expenses \$23.8m
- Salary and Benefits Total \$19.2m

FY 2024 End of Year Financial Summary

Revenue	Budget	Actuals	% of Budget
Grant	\$ (14,891,306)	\$ (16,193,674)	108.7%
Fee for Service	\$ (2,009,184)	\$ (2,132,641)	106.1%
Public Health Funds	\$ (7,079,015)	\$ (7,081,474)	100.0%
Investment Revenue	\$ -	\$ (134,057)	-
Total Revenue	\$ (23,979,505)	\$ (25,407,789)	106.0%

Expenditure	Budget	Actuals	% of Budget
Salary	\$ 15,826,497	\$ 15,183,665	95.9%
Benefits	\$ 4,251,959	\$ 4,028,355	94.7%
Supplies	\$ 514,289	\$ 861,948	167.6%
Services	\$ 2,999,924	\$ 3,314,379	110.5%
Community Programs	\$ -	\$ 56,571	-
Capital Outlay	\$ -	\$ -	-
County Services	\$ 361,736	\$ 353,300	97.7%
Transfer Out	\$ 25,100	\$ -	0.0%
Total Expenditure	\$ 23,979,505	\$ 23,798,217	99.2%



FY 2024 Unaudited Fund Balance

	2024	2023
Beginning Fund Balance	\$ 1,782,592	\$ -
Revenue	\$ 25,397,839	\$ 23,685,592
Expense	\$ 23,787,296	\$ 21,903,000
Total Fund Balance	\$ 3,393,135	\$ 1,782,592
<i>Change in Net Position</i>	<i>\$ 1,610,543</i>	<i>\$ 1,782,592</i>
Less: GASB Adjustments		
Unavailable Revenue(est.)	\$ 832,000	\$ -
Available Fund Balance	\$ 2,561,135	\$ 1,782,592

Questions

Commitment Item	FY 2024 Budget	FY 2024 YTD Actuals	FY 2023 YTD Actuals	Parked	Encumbrance	Avail Funds
Revenue						
42340 Permit Renewal Fees	\$ (1,977,866.00)	\$ (1,271,701.96)	\$ (1,813,473.18)	\$ -	\$ -	\$ (706,164.04)
42342 VITAL RECORDS PAYMENTS	\$ (31,318.00)	\$ (590,798.89)	\$ -	\$ -	\$ -	\$ 559,480.89
42344 NURSING SERVICE FEES	\$ -	\$ (69,799.42)	\$ -	\$ -	\$ -	\$ 69,799.42
42346 MEDICAID REIMBURSEMENT PAYMENTS	\$ -	\$ (187,592.38)	\$ -	\$ -	\$ -	\$ 187,592.38
42347 Colorado Access Reimbursements	\$ -	\$ (12,264.69)	\$ -	\$ -	\$ -	\$ 12,264.69
42348 Other Insurance Reimbursements	\$ -	\$ (483.73)	\$ -	\$ -	\$ -	\$ 483.73
42 Licenses and Permits	\$ (2,009,184.00)	\$ (2,132,641.07)	\$ (1,813,473.18)	\$ -	\$ -	\$ 123,457.07
43124 Opioid Settlement Payments	\$ (203,000.00)	\$ (260,221.30)	\$ -	\$ -	\$ -	\$ 57,221.30
43126 Federal Pass Thru State Grant	\$ (899,403.00)	\$ (9,276,100.37)	\$ (10,026,232.64)	\$ -	\$ -	\$ 8,376,697.37
43127 Federal Money Other	\$ (60,797.00)	\$ -	\$ -	\$ -	\$ -	\$ (60,797.00)
43128 State Money Other	\$ (10,775,224.00)	\$ (922,175.31)	\$ (2,230,689.71)	\$ -	\$ -	\$ (9,853,048.69)
43129 Local Money Other	\$ (7,079,015.00)	\$ (7,081,474.27)	\$ (7,774,036.83)	\$ -	\$ -	\$ 2,459.27
43380 Misc State Reimbursement	\$ (848,938.00)	\$ (116,825.00)	\$ -	\$ -	\$ -	\$ (732,113.00)
43386 Colorado State Grant	\$ (342,028.00)	\$ (5,430,203.19)	\$ (3,074,360.19)	\$ -	\$ -	\$ 5,088,175.19
43 Intergovernmental	\$ (20,208,405.00)	\$ (23,086,999.44)	\$ (23,105,319.37)	\$ -	\$ -	\$ 2,878,594.44
46605 Interest on Investments	\$ -	\$ (134,056.81)	\$ (83,531.03)	\$ -	\$ -	\$ 134,056.81
46 Investment Earnings	\$ -	\$ (134,056.81)	\$ (83,531.03)	\$ -	\$ -	\$ 134,056.81
49908 Miscellaneous Reimbursement Revenue	\$ (218,133.00)	\$ -	\$ (408.96)	\$ -	\$ -	\$ (218,133.00)
49909 Miscellaneous Grant Reimbursement	\$ -	\$ (38,813.77)	\$ (37,451.36)	\$ -	\$ -	\$ 38,813.77
49999 Miscellaneous Revenue	\$ (1,543,783.00)	\$ (15,278.38)	\$ (2,225.00)	\$ -	\$ -	\$ (1,528,504.62)
49 Miscellaneous	\$ (1,761,916.00)	\$ (54,092.15)	\$ (40,085.32)	\$ -	\$ -	\$ (1,707,823.85)
Total Revenue	\$ (23,979,505.00)	\$ (25,407,789.47)	\$ (25,042,408.90)	\$ -	\$ -	\$ 1,428,284.47
Expenses						
51112 Permanent Salary/Wages	\$ 15,539,143.00	\$ 14,933,026.91	\$ 13,006,593.66	\$ -	\$ -	\$ 606,116.09
51114 Overtime	\$ -	\$ 81,896.64	\$ 41,895.97	\$ -	\$ -	\$ (81,896.64)

Commitment Item	FY 2024 Budget	FY 2024 YTD Actuals	FY 2023 YTD			Avail Funds
			Actuals	Parked	Encumbrance	
51116 Incentive Pay	\$ -	\$ 121,740.57	\$ 16,067.85	\$ -	\$ -	\$ (121,740.57)
51117 Salary/Wage Other	\$ 287,354.00	\$ 4,837.87	\$ 3,854.50	\$ -	\$ -	\$ 282,516.13
51121 Temp Salaries/Wages	\$ -	\$ 42,162.56	\$ 73,228.09	\$ -	\$ -	\$ (42,162.56)
51 Salaries	\$ 15,826,497.00	\$ 15,183,664.55	\$ 13,141,640.07	\$ -	\$ -	\$ 642,832.45
52132 Life Insurance	\$ 24,868.00	\$ 23,673.60	\$ 21,902.71	\$ -	\$ -	\$ 1,194.40
52133 Disability	\$ 44,418.00	\$ 29,904.52	\$ 18,238.29	\$ -	\$ -	\$ 14,513.48
52134 ER EAP	\$ 121.00	\$ 2,827.19	\$ -	\$ -	\$ -	\$ (2,706.19)
52135 HOMETHRIVE	\$ 185.00	\$ 5,954.72	\$ -	\$ -	\$ -	\$ (5,769.72)
52136 Short Term Disability	\$ -	\$ 16,654.06	\$ -	\$ -	\$ -	\$ (16,654.06)
52140 Payroll Taxes	\$ 1,188,742.00	\$ 1,113,762.84	\$ 962,974.12	\$ -	\$ -	\$ 74,979.16
52150 Retirement Benefits	\$ 1,328,131.00	\$ 1,283,477.00	\$ 1,059,352.20	\$ -	\$ -	\$ 44,654.00
52171 Deferred Comp Contrib Cty	\$ 8,550.00	\$ 8,858.35	\$ 7,892.40	\$ -	\$ -	\$ (308.35)
52231 Health Insurance	\$ 1,570,944.00	\$ 1,468,398.17	\$ 1,239,803.26	\$ -	\$ -	\$ 102,545.83
52232 Dental Ins Premium	\$ 76,848.00	\$ 65,692.15	\$ 46,807.68	\$ -	\$ -	\$ 11,155.85
52242 Worker's Compensation	\$ 9,152.00	\$ 9,152.00	\$ -	\$ -	\$ -	\$ -
52244 Aurora Head Tax	\$ -	\$ -	\$ 10.00	\$ -	\$ -	\$ -
52246 Greenwood Village Occupational Tax	\$ -	\$ -	\$ 28.00	\$ -	\$ -	\$ -
52 Employee Benefits	\$ 4,251,959.00	\$ 4,028,354.60	\$ 3,357,008.66	\$ -	\$ -	\$ 223,604.40
53210 Office Supplies	\$ 63,347.00	\$ 38,663.44	\$ 30,514.98	\$ -	\$ -	\$ 24,683.56
53211 Postage	\$ 17,962.00	\$ 31,007.16	\$ 17,652.86	\$ -	\$ -	\$ (13,045.16)
53212 Books	\$ -	\$ 2,018.19	\$ 447.64	\$ -	\$ -	\$ (2,018.19)
53230 Materials	\$ -	\$ 4,582.59	\$ 751.87	\$ -	\$ -	\$ (4,582.59)
53240 Operating Supplies	\$ 375,339.00	\$ 308,703.14	\$ 523,841.62	\$ -	\$ -	\$ 66,635.86
53243 Gas & Oil	\$ -	\$ 1,080.52	\$ 71.84	\$ -	\$ -	\$ (1,080.52)
53250 Kitchen Supplies	\$ -	\$ -	\$ 102.98	\$ -	\$ -	\$ -
53256 Food & Beverages	\$ 273.00	\$ 11,255.28	\$ 9,287.50	\$ -	\$ -	\$ (10,982.28)
53272 Safety Supplies	\$ -	\$ 1,790.85	\$ -	\$ -	\$ -	\$ (1,790.85)
53277 Medical Operating Supplies	\$ 57,368.00	\$ 462,847.18	\$ 121,062.75	\$ -	\$ -	\$ (405,479.18)
53 Supplies	\$ 514,289.00	\$ 861,948.35	\$ 703,734.04	\$ -	\$ -	\$ (347,659.35)
54300 Staff Engagement	\$ -	\$ -	\$ 14.79	\$ -	\$ -	\$ -
54314 Recording Services	\$ 5,063.00	\$ -	\$ 1,265.85	\$ -	\$ -	\$ 5,063.00
54320 Travel & Transportation	\$ 63,328.00	\$ 58,527.40	\$ 56,175.19	\$ -	\$ -	\$ 4,800.60
54321 Travel Advance	\$ -	\$ 718.90	\$ 1,256.11	\$ -	\$ -	\$ (718.90)
54323 Personal Mileage	\$ 153,401.00	\$ 116,345.08	\$ 96,977.38	\$ -	\$ -	\$ 37,055.92

Commitment Item	FY 2024 Budget	FY 2024 YTD Actuals	FY 2023 YTD			Avail Funds
			Actuals	Parked	Encumbrance	
54325 Advertising	\$ -	\$ 136,852.97	\$ 1,199.99	\$ -	\$ -	\$ (136,852.97)
54330 Printing and Binding	\$ -	\$ -	\$ 41.00	\$ -	\$ -	\$ -
54340 Trash Removal Service	\$ -	\$ -	\$ 45.51	\$ -	\$ -	\$ -
54343 Water	\$ -	\$ -	\$ 314.65	\$ -	\$ -	\$ -
54344 Wireless Air Charges	\$ 104,426.00	\$ 103,956.49	\$ 49,122.23	\$ -	\$ -	\$ 469.51
54346 Subscriptions	\$ 2,610.00	\$ 29,706.71	\$ 4,419.38	\$ -	\$ -	\$ (27,096.71)
54347 Books	\$ -	\$ 298.11	\$ -	\$ -	\$ -	\$ (298.11)
54348 Credit Card Processing Fees	\$ 31,593.00	\$ 44,624.73	\$ 43,385.55	\$ -	\$ -	\$ (13,031.73)
54350 Dues & Meetings	\$ 82,009.00	\$ 17,275.33	\$ 41,629.42	\$ -	\$ -	\$ 64,733.67
54351 Hazardous Waste Disposal	\$ 3,938.00	\$ 5,041.42	\$ 5,439.90	\$ -	\$ -	\$ (1,103.42)
54360 Professional Services	\$ 833,513.00	\$ 1,268,726.39	\$ 2,639,336.69	\$ -	\$ -	\$ (435,213.39)
54366 Microfilming	\$ -	\$ 288.00	\$ -	\$ -	\$ -	\$ (288.00)
54367 Contract Labor	\$ -	\$ 90.00	\$ -	\$ -	\$ -	\$ (90.00)
54373 Aid to Agencies	\$ -	\$ 20,000.00	\$ -	\$ -	\$ -	\$ (20,000.00)
54381 Contracted Medical Service	\$ 144,000.00	\$ 128,019.00	\$ 128,931.00	\$ -	\$ -	\$ 15,981.00
54394 Training & Education	\$ 226,409.00	\$ 196,837.92	\$ 94,981.75	\$ -	\$ -	\$ 29,571.08
54409 PC Software Maint	\$ 142,473.00	\$ 44,550.00	\$ 51,604.03	\$ -	\$ -	\$ 97,923.00
54433 Security Access	\$ 90,000.00	\$ 2,100.00	\$ 9,776.83	\$ -	\$ -	\$ 87,900.00
54520 Building Rental	\$ 783,183.00	\$ 144,185.57	\$ 99,856.12	\$ -	\$ -	\$ 638,997.43
54530 Equipment Rental	\$ 38,200.00	\$ 30,960.08	\$ 28,971.26	\$ -	\$ -	\$ 7,239.92
54540 Operating Software Rental	\$ 950.00	\$ 22,948.51	\$ 52,560.46	\$ -	\$ -	\$ (21,998.51)
54542 Operating Telcom Software	\$ 28,810.00	\$ -	\$ 1,810.56	\$ -	\$ -	\$ 28,810.00
54550 Operating Comp Hardware	\$ 38,670.00	\$ 50,123.64	\$ 43,092.53	\$ -	\$ -	\$ (11,453.64)
54810 Miscellaneous Refunds	\$ -	\$ (4.50)	\$ 315.82	\$ -	\$ -	\$ 4.50
54823 Sponsorships	\$ -	\$ 92,278.00	\$ 3,000.00	\$ -	\$ -	\$ (92,278.00)
54891 Interest Expense	\$ -	\$ 63,158.95	\$ 85,522.98	\$ -	\$ -	\$ (63,158.95)
54893 Capital Lease Payments	\$ -	\$ -	\$ 662,956.40	\$ -	\$ -	\$ -
54902 GASB - 87 Principal Payments	\$ -	\$ 690,823.85	\$ -	\$ -	\$ -	\$ (690,823.85)
54999 Miscellaneous Expense	\$ 227,348.00	\$ 45,946.40	\$ 22,478.69	\$ -	\$ -	\$ 181,401.60
54 Services and Other	\$ 2,999,924.00	\$ 3,314,378.95	\$ 4,226,482.07	\$ -	\$ -	\$ (314,454.95)
55242 Clothing	\$ -	\$ 1,164.34	\$ -	\$ -	\$ -	\$ (1,164.34)
55246 Food	\$ -	\$ 3,778.11	\$ 2,090.80	\$ -	\$ -	\$ (3,778.11)
55248 Education & Training Support	\$ -	\$ 575.00	\$ 3,680.00	\$ -	\$ -	\$ (575.00)
55250 Incentive Payments	\$ -	\$ 400.00	\$ 1,800.00	\$ -	\$ -	\$ (400.00)

Commitment Item	FY 2024 Budget	FY 2024 YTD Actuals	FY 2023 YTD			Avail Funds
			Actuals	Parked	Encumbrance	
55323 Transportation Assistance	\$ -	\$ 10.99	\$ -	\$ -	\$ -	\$ (10.99)
55362 Medical	\$ -	\$ 50,517.16	\$ 20,771.98	\$ -	\$ -	\$ (50,517.16)
55641 Outreach	\$ -	\$ 125.00	\$ -	\$ -	\$ -	\$ (125.00)
55 Community Programs	\$ -	\$ 56,570.60	\$ 28,342.78	\$ -	\$ -	\$ (56,570.60)
56955 Vehicles	\$ -	\$ -	\$ 167,380.15	\$ -	\$ -	\$ (125.00)
56 Capital Outlay	\$ -	\$ -	\$ 167,380.15	\$ -	\$ -	\$ (56,570.60)
57710 Building Rental	\$ -	\$ 462.00	\$ (4.00)	\$ -	\$ -	\$ (462.00)
57715 Central Bldg Occupancy	\$ 120,370.00	\$ 119,576.86	\$ 103,377.52	\$ -	\$ -	\$ 793.14
57720 Central Information Svcs	\$ 213,795.00	\$ 213,792.00	\$ 153,660.00	\$ -	\$ -	\$ 3.00
57728 Central Fleet Maintenance	\$ -	\$ 767.96	\$ 94.30	\$ -	\$ -	\$ (767.96)
57770 Central printing	\$ 27,571.00	\$ 18,700.77	\$ 21,284.19	\$ -	\$ -	\$ 8,870.23
57 Central Services	\$ 361,736.00	\$ 353,299.59	\$ 278,412.01	\$ -	\$ -	\$ 8,436.41
58674 Transfer to Dental Insurance	\$ 25,100.00	\$ -	\$ -	\$ -	\$ -	\$ 25,100.00
58 Transfer Out	\$ 25,100.00	\$ -	\$ -	\$ -	\$ -	\$ 25,100.00
Total Expenditures	\$ 23,979,505.00	\$ 23,798,216.64	\$ 21,902,999.78	\$ -	\$ -	\$ 181,288.36



Arapahoe County

5334 South Prince Street
Littleton, CO 80120
303-795-4630
Relay Colorado 711

Board Summary Report

File #: 25-191

Agenda Date: 3/19/2025

Agenda #: 6.b.

Community Health Improvement Plan Spotlight

Improve Access to Nutritious and Affordable Food

Arapahoe County Board of Health Meeting

3/16/25

Community Health Improvement Plan

Priority Area: Increase Economic Security and Mobility

Goal Area: Improve Access to Nutritious and Affordable Food

Objective 1: By December 30, 2025, at least 3 food pantries, in partnership with Food Bank of the Rockies, will implement Healthy Eating Research Nutrition Guidelines for the Charitable Food System to improve the nutritional quality of food and beverages distributed in Englewood, Littleton, and Sheridan.

Arapahoe Food Security Coalition



100+ Members
60+ Organizations



St Philip Lutheran Church

Funding

Grants awarded

- 3-year Cancer, Cardiovascular and Pulmonary Disease grant to reduce sugary beverage consumption and address health disparities
- OPHP Preventive Block Grant Rapid Funding award
- Anonymous donation from local foundation





Vision

The food and nutrition needs of Arapahoe County community members are met through a connected, accessible, and equitable food system.

Mission

Unite a diverse group of partners to work together towards eliminating food insecurity in Arapahoe County. We achieve this by enhancing the capacity of service providers through supportive resources and meaningful connections, enabling them to serve the community sustainably.



Values

- Uplifting diverse community voices and sharing power
- Sustainability
- Accountability
- Equitable participation
- Transparency
- Learning organization

Problem Statement

Opportunity to increase collaboration among Emergency Food Providers to better meet the needs of the community.

High need for:

- Storage
- Funding
- Volunteers



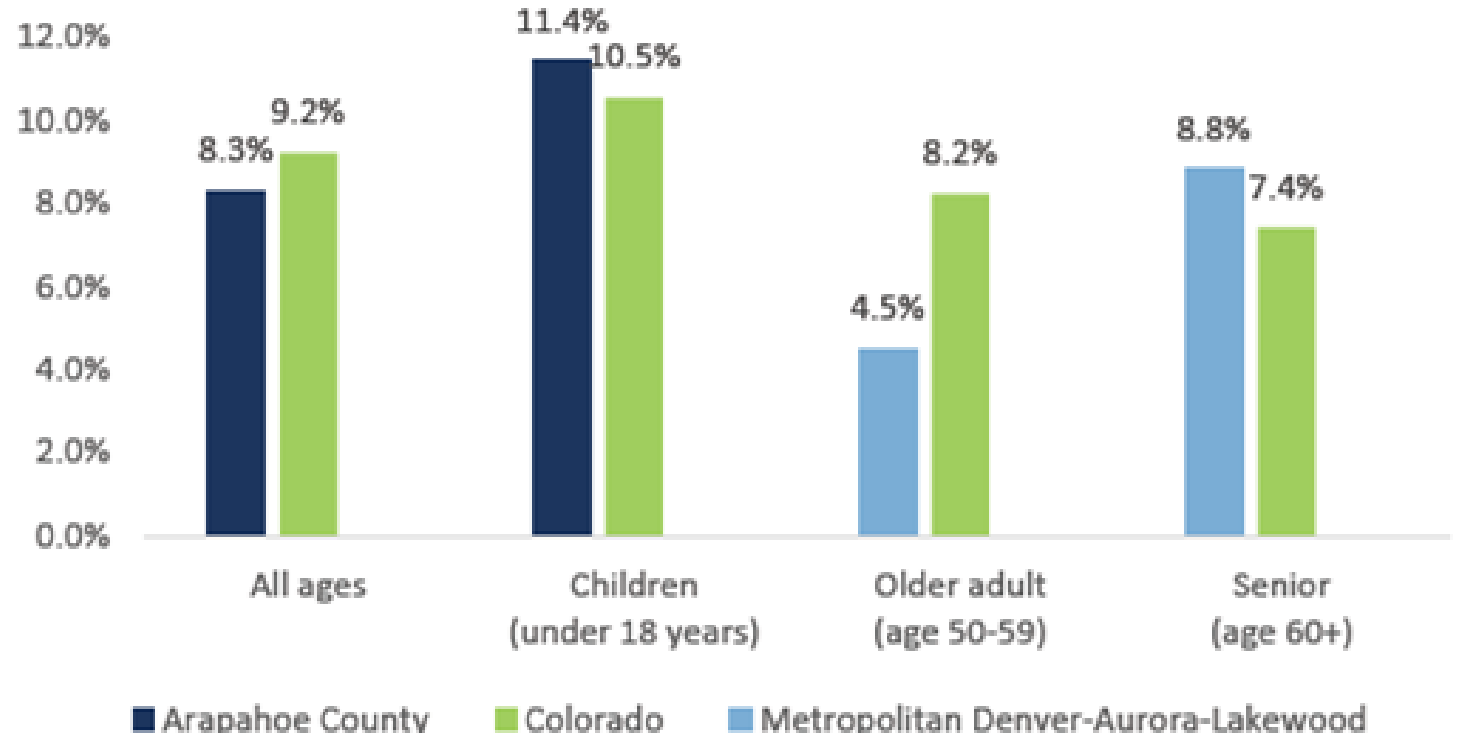
Healthy and Affordable Food

CHA Statistics

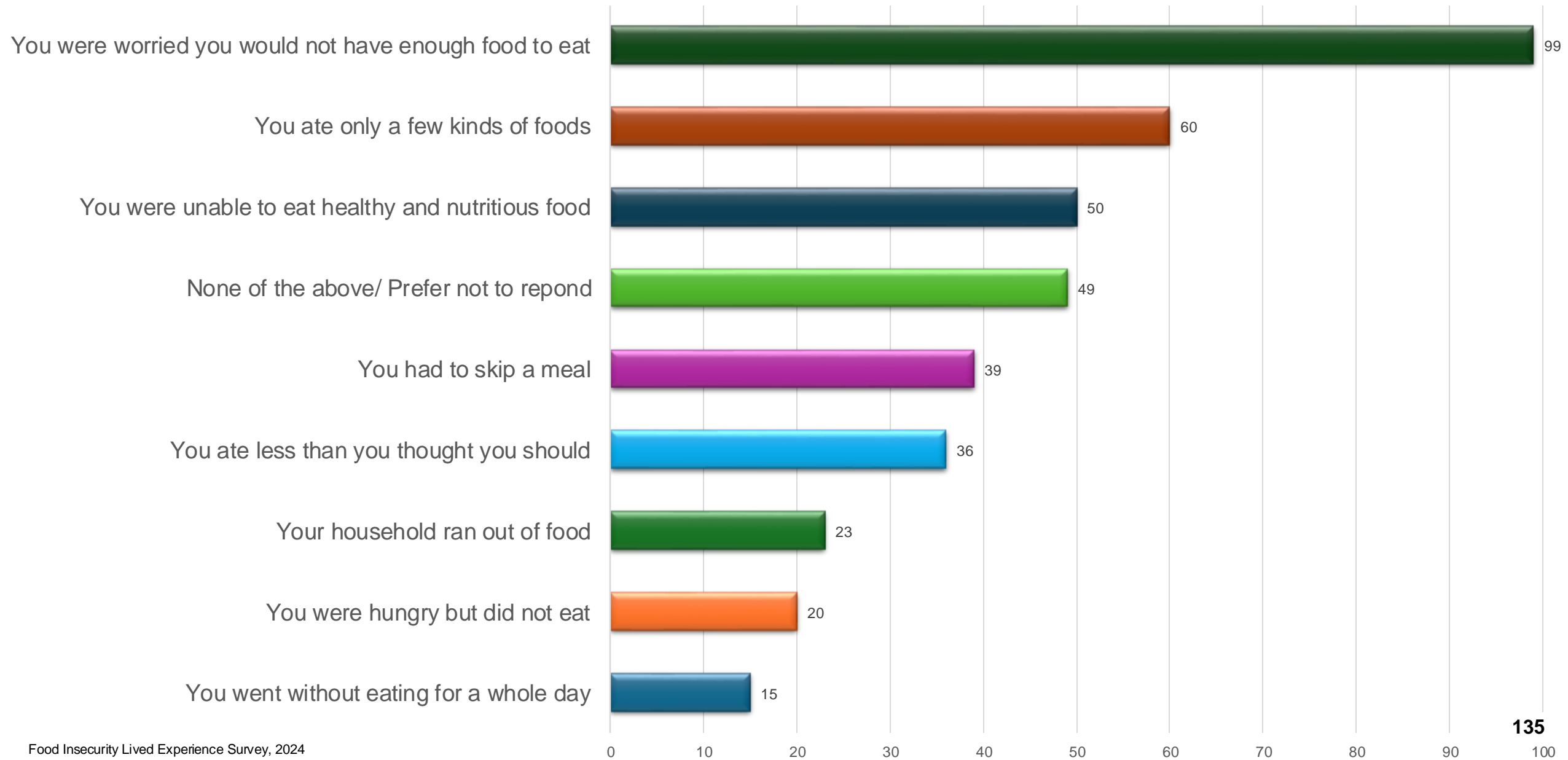
Grocery prices jumped 11% from 2021 to 2022, which may have impacted how families eat and live, especially those in lower income brackets.

Children are more likely to experience food insecurity than other age groups.

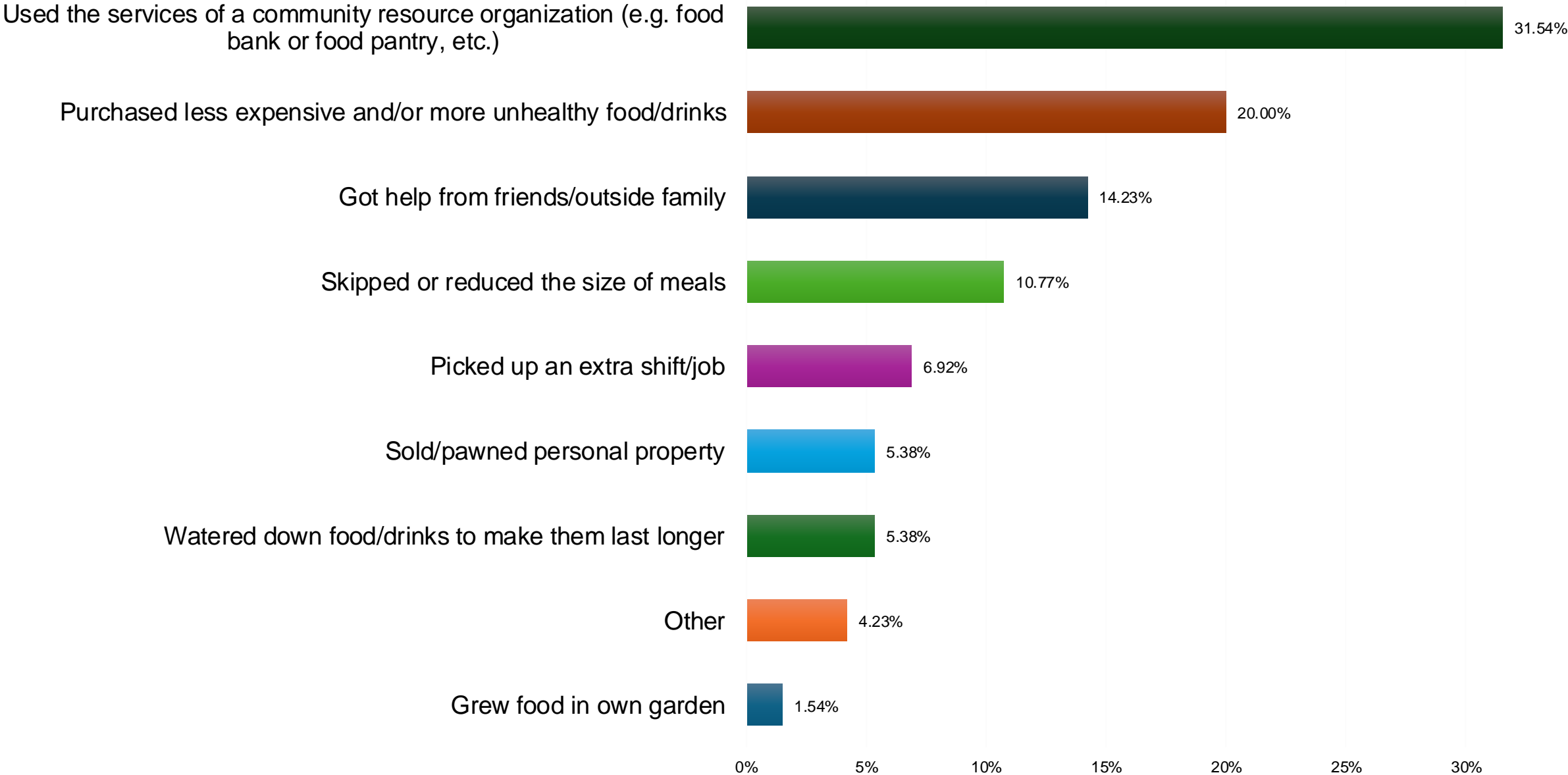
Figure 2: Food Insecurity by Life Stage, 2021



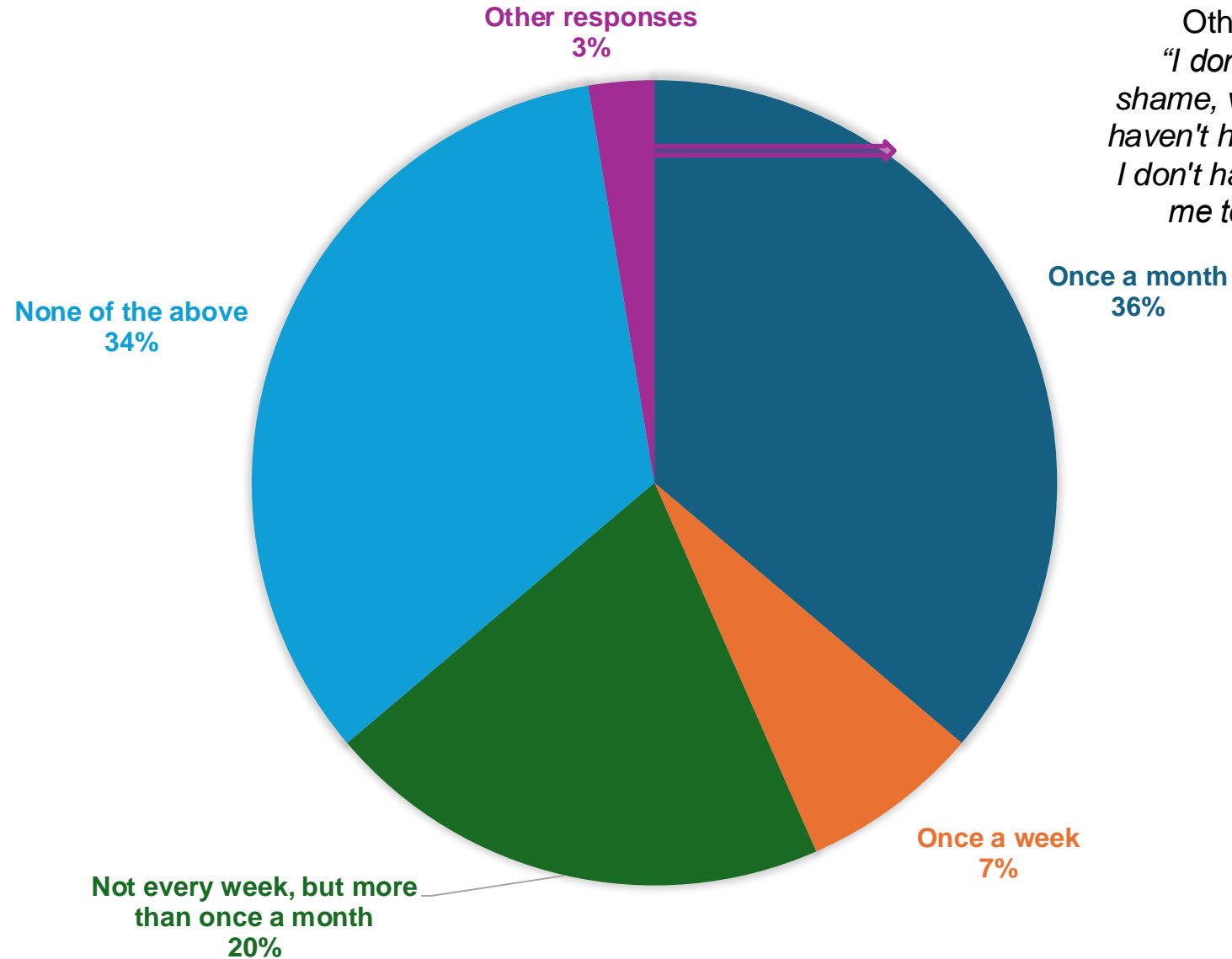
Q1 During the last 12 months, was there a time when, because of lack of money or other resources:



Q3 What strategies have you used to make sure you have food?

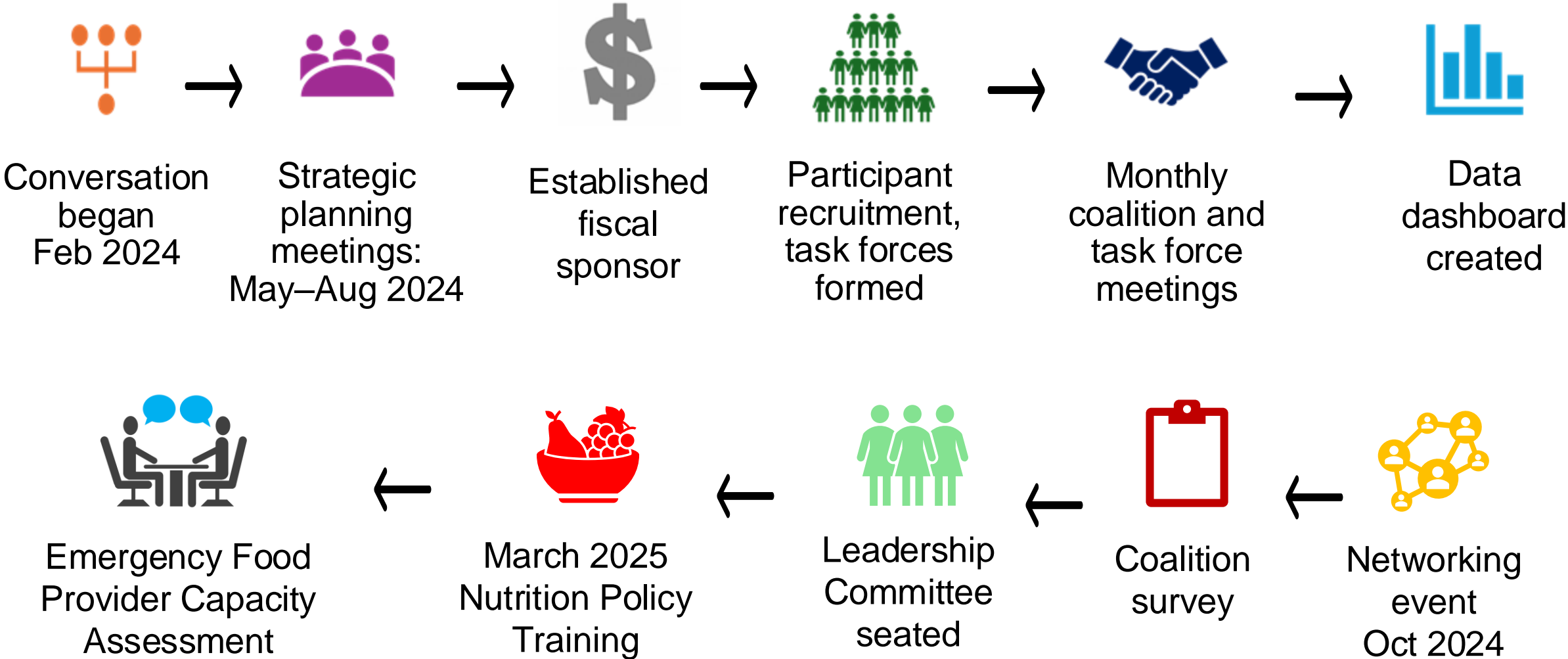


Q5 If you sought food from a community resource organization (like a food bank/food pantry), how often?



Other responses:
"I don't search out of shame, very occasionally, I haven't had anywhere to go, I don't have anyone to take me to a food bank."

Collaborative Development Process



Task Forces

- Governance & Operations
- Data & Evaluation
- Outreach & Engagement
- Programs & Projects
- Fundraising
- Communications



Initial Learnings from Capacity Assessment

What's working

- Generous donors
- A lot of volunteers

Pain points

- Can't meet demand
- Bulk food price points are high
- Volunteers driving to Food Bank of the Rockies

What's Next?

- Increased community outreach and engagement including residents with lived experience
- Launch website
- Trainings and networking events
- Explore short, mid, and long-term capacity building projects
- Fundraising plan for staff, projects, and operations
- Roll-out of membership fees
- Performance management and ongoing quality improvements

Funding next steps

Applications not awarded

- EPA Environmental Justice grant
- Common Spirit Health Equity & Advancement Fund
- Canvas Credit Union Foundation

Grants/funding to be pursued

- Littleton Rotary Foundation
- South Metro Community Foundation
- Local donors and family foundations
- Municipal grant opportunities

Call to Action

Coalition Member Recruitment

- In-kind donations needed from local businesses and individuals
 - Graphic design
 - Communications
 - Fiscal support
 - Food donations for events

Fundraising Plan

- Introductions to:
 - Businesses that do sponsorships
 - Local private family foundations
 - Individual donors
- Assistance with collaborative fundraising among members

Questions

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Arapahoe County

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Board Summary Report

File #: 25-192

Agenda Date: 3/19/2025

Agenda #: 6.c.

Public Health Director’s Report
Prepared by: Jennifer Ludwig
Date Prepared: March 14, 2025
Dates Covered: February 17,2025 – March 14, 2025

Mission Moments (Fiscal Responsibility)

Financial Risk Audit

As standard practice, CDPHE performs Financial Risk Management Assessments of Local Health Departments. This risk assessment results in a rating, Low to High, based on factors associated with financial practices, processes and internal controls. In March of 2023, three months into existence, ACPH received a medium risk rating. At a medium risk rating ACPH was to be reassessed at 12 to 18 months. During the 2024 re-assessment, ACPH was given a **low-risk** rating. Receiving a rating of ‘low risk’ has many benefits, such as lower documentation requirements for monthly invoice submissions, and reassessments every 3-5 years.

Licensing

Renewal invoices for Retail Food and Body Art licenses were sent out from late October to early November 2024. All the associated licenses expire December 31 of each calendar year. To date, 99.9% have renewed their license bringing in about \$862,000.

In early February, after receiving multiple notices for renewal from ACPH including mailings, calls, and emails, approximately 60 retail food facilities had not paid their invoice and received a \$500 civil penalty notice for operating without a valid license. The civil penalties resulted in approximately \$30,000 in fees.

Food operators who fail to remit full payment for both their retail food license and civil penalty, and are confirmed to be open and operating, are subject to an injunction ordering their immediate closure until all outstanding fees are submitted. From previous experience, we generally reach full compliance in March.

A. Equity and Engagement

Community Engagement Events attended in the past month included but were not limited to:

- Centennial City Council District 2 Meeting, 2/26
- “We Are Aurora” Community Meeting at Aurora Economic Opportunity Coalition, 2/28
- Multilingual Family Night at Colorado’s Finest High School of Choice in Englewood, 3/5

Highlighted Upcoming Events and Opportunities:

- Southeast Aurora Islamic Center Health Fair in Centennial, 4/12
- Spring Cleaning Event with Iron Sharp on East Colfax, 4/19
- ACPH All Staff Meeting, Arapahoe County Fairgrounds, 9AM-3PM, 4/8
- National Public Health Week, April 7-11

Please reach out to [Grace Soulen](#) or visit our [Community Engagement Event Request Form](#) to suggest upcoming outreach opportunities.

B. Program Updates

Finance and Administration

Vital Records: ACPH Vital Records offices have joined two other local locations to participate in the Metro Caring necessary documents program. This program provides vouchers for individuals to receive the needed document to enter school, get jobs, and complete basic life tasks.

Partnerships, Planning and Community Health Promotion

1) Community Health Improvement Plan

- a. ACPH staff leading efforts within each Community Health Improvement Plan goal area are meeting regularly to ensure clarity, coordination, and collaboration across teams. Detailed workplans are being crafted to guide next steps and establish or refine indicators for measuring progress over the coming 12-18 months. To share ongoing successes and challenges, a schedule of CHIP spotlight presentations, like this month's Food Security presentation, is being finalized for 2025. In addition, you'll find CHIP-related updates noted throughout each Board of Health Director's Report in bold italics (e.g., ***This initiative aligns with the ACPH Community Health Improvement Plan (CHIP) goal to advance Economic Security and Mobility.***)

2) Grants Procurement

- a. Meetings of the Arapahoe County Grants Coordinating Team launched this month, bringing together representatives of all Arapahoe County departments. ACPH will be a regular participant and contributor to the group, which is coordinated by the County Commissioners' Office. Together, the team will work to enhance collaboration, efficiency, and effectiveness in our grants procurement and management efforts countywide through implementation of a strategic framework employing:
 - i. Cross-Functional Team Structure
 - ii. Effective Policies & Streamlined Procurement Practices
 - iii. Centralized Data Sharing System
 - iv. Trained & Knowledgeable Grants Staff
 - v. Focused Grant Efforts Aligned with Needs & Priorities

Nutrition Division

1) WIC

- a. In February, ACPH WIC participated with CDPHE WIC at their Food and Nutrition Services (FNS) Vendor Monitoring Evaluation. As part of the federally required assessment, Kathleen Rebollo represented a local WIC agency, providing insights into how Arapahoe County implements policies and procedures related to food packages, EBT cards and vendor monitoring visits.

During the evaluation, Kathleen guided FNS through Arapahoe County's processes, while CDPHE WIC staff were also interviewed about statewide WIC practices. Following the evaluation, CDPHE WIC staff sent Kathleen an appreciative email stating: *"On behalf of Melanie and the whole state office WIC team, I just wanted to send a great big thank you for representing Arapahoe WIC in the FNS Vendor Monitoring Evaluation this morning. Talk about nerve-wracking. We truly appreciate you taking the time to walk through Arapahoe's procedures and answer their questions. Not to mention all the preparation you did for this*

call. From what Melissa at FNS shared, you nailed it! She seemed impressed—especially with Arapahoe’s Welcome to WIC email and client newsletter. So much so that it might be a noteworthy initiative in the audit write-up, which would be incredible.”

The evaluation was a success and also demonstrates the teamwork and collaborative nature of the WIC Program in the state of Colorado which makes it so successful.

- b. Starting in April, the USDA changed the WIC food packages to meet daily nutritional needs better. These changes provide a balance of key nutrients needed for healthy growth and development. For example, women and children will receive canned fish, a nutritious addition to their diet. To allow for the changes, some foods have been increased, some decreased, and some may be added like fish. Staff have been busy educating clients about the changes and have also provided updates in the monthly newsletter to clients. You can learn about all the food changes and options at the [Colorado WIC webpage](#).

Community Health Nursing Division

1) Maternal and Child Health Program

- a. The MCH team has been hosting a Volunteer Income Tax Assistance (VITA) site in partnership with the Adams County Health Department and Arapahoe County Human Services. This program provides free tax assistance and filing services to households earning under \$67,000 per year. In February, we assisted 34 households, 25 of whom successfully filed their taxes. These 25 households collectively received \$33,264 in federal tax refunds and \$55,827 in state tax refunds for a total of \$81,091. ***This initiative aligns with the ACPH Community Health Improvement Plan (CHIP) goal to advance Economic Security and Mobility.***
- b. In addition, the MCH team is working alongside the Adams and Jeffco MCH teams and has established a Community of Practice with five community agencies serving underserved populations. These agencies include El Grupo Vida, La Piñata, Growing Home, The Action Center, and Latinas Community Connection. The Community of Practice meets at least once a month with the three MCH teams to discuss tax outreach strategies, upcoming tax assistance events, successes, and challenges. ***This initiative aligns with the ACPH Community Health Improvement Plan (CHIP) goal to advance Economic Security and Mobility.***

2) Nurse Liaison Program (NLP)

- a. As part of our commitment to performance improvement, the NLP team established a new performance target of achieving a 40% engagement rate with families referred to the NLP child abuse and neglect intake team. Following the first official pull of the reporting data from CureMD, we are pleased to report that our team has not only met but has exceeded the 40% target. For the period between December 1, 2024, and January 31, 2025, we achieved an engagement rate of 44%. This means that 44% of the families referred participated in at least one home visit, during which we provided essential services including assessments, education, counseling, and case management.

3) Immunizations

- a. Measles Preparedness – please see emergency preparedness and epidemiology sections for more in-depth information. Participating in readiness efforts in the event of a measles case in Colorado.

- b. Mobile Unit – leased for 6 months and has been received. Actively planning events with community partners. Mock clinic planned for March 17. Hiring for a mobile clinic coordinator now.
- 4) Sexual Health
- a. Hired a new NP Clinical Advisor, Jordyn Bode. She has been hitting the ground running revising our syphilis testing procedures and getting oriented to clinic.
 - b. Received a mini-grant to improve services to people who use drug and will be distributing naloxone in clinic soon.
 - c. Received an increase in our CPED budget and have restarted providing no cost mammograms and colposcopies to uninsured patients.
- 5) Regional Health Connector (RHC)
- a. ACPH applied and was awarded a second round of funding through the RTD Transit Assistance Grant (TAG). In addition to ACPH, the grant application included Human Services and Community Resources. The award is in the amount of \$38,005.00, the equivalent of 1,382 standard 10-ride ticket books. ACPH will be taking the lead in coordinating the grant across the County. ***This initiative aligns with the ACPH Community Health Improvement Plan (CHIP) goal to advance Economic Security and Mobility.***
 - b. ACPH’s RHC will be serving as the local public health liaison to the RHC Metro Denver Partnership for Health (MPDH) Behavioral Health Community Ambassador Program. The RHC will be supporting two Community-Based Organizations, Families Forward Resource Center and Village Exchange Center, to reduce mental health stigma in the communities they serve. ***This initiative aligns with the ACPH Community Health Improvement Plan (CHIP) goal to Improve Access to Affordable Physical and Behavioral Care.***

Health Protection and Response

- 1) Environmental Health Programs
- a. Water Quality: Diana Rashash, Sr. Water Quality Specialist presented at the Littleton Rotary Club to provide an overview of the programs and services provided by Arapahoe County Public Health and our Environmental Health Programs. After the presentation, questions were fielded from a wide range of topics brought by the Rotary Members including our Water Quality program, PFAS, swimming pool inspections, DEI initiatives, programs for the aging, and if federal actions are impacting our funding sources.
- 2) Emergency Preparedness and Response Program
- a. As we continue to see measles cases rise across the US, Canada and Mexico, ACPH staff identified the need to revisit lessons learned from previous communicable disease incidents and begin preparedness efforts to be better equipped to respond if/when we begin seeing measles cases impact our community. The Emergency Preparedness and Response (EPR) program is facilitating weekly meetings, workshops, and training development to increase cross-divisional staff preparedness. The objectives for our efforts serve as the benchmark to prioritize current applicable ACPH staff activities:
 - i. Developing internal process for maintaining situational awareness
 - ii. Re-visiting lessons learned from previous incidents to ensure efficient planning and improved response operations
 - iii. Identifying internal and external preparedness activities in advance of a single case or outbreak (defined as 3 cases) of measles

- iv. Ensuring equity considerations are identified and included as part of preparedness activities
- b. Staff preparedness is a CORE metric for the EPR program, and it is a requirement for Public Health Accreditation and Project Public Health Ready. In partnership with Executive Leadership, the EPR program has crafted a list of required trainings for all staff at ACPH along with a tracking system to ensure accountability. The trainings include an overview of the Incident Command System (ICS), Psychological First Aid, and additional trainings related to roles and responsibilities for incident response and support. Staff are assigned specific trainings based on their position within the department and the potential for involvement in the organizational structure during a response to an incident impacting the county. While we encourage all interested staff to deepen their understanding of emergency preparedness and response, EPR has established required trainings as a baseline to increase awareness, support knowledge during response and provide skills for resilience.

C. Communicable Disease Epidemiology Report

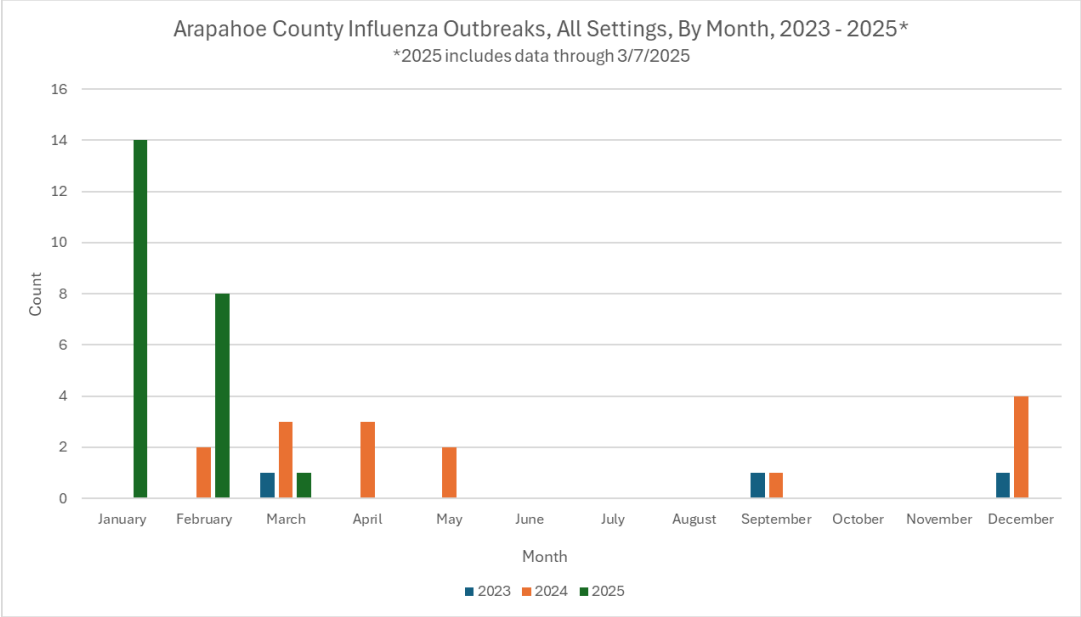
- a. Measles
 - i. Measles is a highly infectious respiratory virus, transmitted primarily via large respiratory droplets. Airborne transmission via aerosolized droplets has been documented in closed areas for up to two hours after a person with measles has been there. Approximately, 90% of susceptible individuals exposed to measles will become sick with measles. Measles is characterized by a prodrome fever and malaise, cough, coryza (runny nose), and conjunctivitis, followed by a maculopapular rash. The rash typically starts on the head along the hairline then spreads to the trunk and lower extremities. Koplik spots, which are tiny white lesions that appear on the inner lining of the mouth, sometimes appear during the prodrome phase of illness. Approximately 30% of cases have one or more complications, which are more common among children younger than 5 years and adults older than 20 years. Complications can include diarrhea, ear infections, croup, and pneumonia. Acute encephalitis, which may result in permanent brain damage, and death are rare but can occur.
 - ii. Before the introduction of the measles vaccine in 1963, infection with measles virus was nearly universal during childhood, and more than 90% of people were immune by age 15 years. Following the introduction of the vaccine, the incidence of measles decreased by more than 98%. While measles is no longer endemic in the United States, cases and outbreaks continue to result from U.S. residents who travel abroad to places with measles, visitors to the United States, and among communities with low vaccination rates. Measles vaccine is incorporated with mumps and rubella vaccine or with mumps, rubella, and varicella as a combined vaccine (MMR or MMRV, respectively). The Advisory Committee on Immunization Practices (ACIP) recommends children routinely receive a first dose at 12-15 months of age and a second dose at school entry (ages 4-6 years). Two doses of MMR are about 97% effective at preventing measles and one dose is about 93% effective. There is no single antigen (measles only) vaccine available in the United States, though measles

vaccines administered in other countries do offer adequate protection against the disease.

- iii. Individuals are considered immune from measles if they have laboratory evidence of measles immunity or disease, were born before 1957, or have 1 or 2 documented doses of MMR vaccine. Adequate vaccination for children between the ages of 12 months and 4 years is 1 dose of MMR vaccine. For children 4 years and older, college students, healthcare personnel, and international travelers, 2 documented doses of MMR vaccine are needed. For adults born after 1957 who do not fall into the aforementioned categories, 1 documented dose of MMR vaccine is sufficient. Children ages 6 months through 11 months may receive 1 dose of MMR vaccine prior to the age of 1 if they will travel internationally or to a location with an active outbreak. The vaccine is not FDA-approved for administration to infants less than 6 months old and is contraindicated for pregnant people and those who are severely immunocompromised.
- iv. If an individual who is not protected from measles through vaccine or previous infection is exposed to an ill individual, post-exposure prophylaxis (PEP) may be offered. MMR Vaccine within 72 hours of exposure for people 6 months or older is the preferred form of PEP for anyone not considered high-risk and is moderately effective at preventing measles infection. Children younger than 6 months old, pregnant people, and severely immunocompromised adults cannot receive MMR vaccine and should instead receive immune globulin, a sterilized blood product which contains antibodies, within six days of measles exposure to help prevent infection.
- v. As of 3/11/2025, 242 measles cases have been reported across the United States this year to include the following states: Alaska, California, Florida, Georgia, Kentucky, New Jersey, New Mexico, New York, Pennsylvania, Rhode Island, Texas, Virginia, Maryland and Washington. This is compared to 285 cases in the United States in all of 2024. The majority of cases (228) have occurred in Texas and New Mexico due to an ongoing outbreak and continued community spread. Most of the 228 cases are among children who had not received the MMR vaccine. As a part of this outbreak, unfortunately two deaths have been reported. More cases are expected as this outbreak continues to expand rapidly. Additionally, there have been 168 cases reported in Canada and 4 in Mexico in 2025.
- vi. Preparedness efforts from ACPH Executive Leadership, Communicable Disease Epidemiology (CDE), Immunization, EPR, Communications, Chief Medical Officer, Safety, and Health Equity are underway to ensure we are ready to respond should a case be reported in Arapahoe County. Additional coordination work is being conducted with CDPHE, other LPHAs, hospitals, and community partners to collaborate on ways we will work together during a response to measles in Colorado. A Health Alert Network (HAN) was released by CDPHE on 3/11/2025, notifying providers of the ongoing outbreak and increase in cases, symptoms to monitor, how to test for measles, public health notification, and urging hospitals to review their own communicable disease containment plans and safety protocols for staff.

b. Influenza

- i. Influenza (also known as “flu”) is a contagious respiratory illness caused by influenza viruses. It can cause mild to severe illness, and at times can lead to death. Flu symptoms usually come on suddenly. Symptoms can include fever/feeling feverish, chills, cough, sore throat, runny or stuffy nose, muscle or body aches, headaches, fatigue, vomiting and diarrhea. Most people who get the flu will recover in a few days, but some may develop more severe complications such as pneumonia which can be life-threatening and result in death. The best way to prevent illness is to receive the flu vaccine each year. Everyone 6 months and older is eligible to get a flu vaccine every season, ideally by the end of October but people should continue to get vaccinated as long as flu viruses continues to be present in the community. Flu vaccines help to reduce the burden of illness, hospitalizations, and deaths. Vaccination has also been shown to reduce the severity of illness in people who get vaccinated but still get sick.
- ii. Flu activity this 2024-2025 is the highest it's been in nearly a decade. This season is classified as a high severity season overall and for all age groups (children, adults, older adults) and is the first high severity season since 2017 – 2018. CDC estimates that there have been at least 40 million illness, 520,000 hospitalizations, and 22,000 deaths from flu so far this season (CDC [FluView](#)). Colorado monitors state flu activity throughout the year and conducts additional enhanced surveillance between October and May when flu activity is at its highest (CDPHE Viral Respiratory Diseases [Dashboard](#)). In Arapahoe County, 503 hospitalized influenza cases have been reported in 2025 compared to 538 in all of 2024. Outbreaks due to influenza have also increased significantly. As of 3/11/2025, there have been 23 outbreaks of influenza reported so far in 2025 compared to 15 in 2024 and 3 in 2023. The CDE Program continues to monitor reports of flu activity in the county and works with facilities such as long-term care facilities, schools, childcares, healthcare facilities, and other congregate settings to control the spread of influenza by incorporating disease control measures, providing education on enhanced cleaning, providing guidance on exclusion and notification letters, and encouraging vaccination.



*2025 Outbreak settings include long-term care facilities, schools, and childcare facilities.

D. Legislative Update

Bill	Status	Positions Taken	Overview
SB25-050 Racial Classification on Government Forms	Hearing: Feb 18 3/11/25 Referred to appropriations	BOCC: Support	Concerning a requirement that a government form that requests disclosure of the race or ethnicity of the individual completing the form include a space to indicate that the individual's race or ethnicity is Middle Eastern, North African, or South Asian.
SB25-056 Reduce Premium Cigar Excise Tax	Introduced 1/17/25, Finance Committee 2/4/25 Postpone Indefinitely 2/4/25	CALPHO: Oppose	Effective July 1, 2025, the bill defines "premium cigar" and reduces the statutory rate of excise taxation of this particular tobacco product from the current rates for all non-cigarette tobacco products other than moist snuff of 36% of the manufacturer's list price (MLP) from July 1, 2024, through June 30, 2027, and 42% of the MLP on and after July 1, 2027, to 20% of the MLP, effectively rolling back the increases in the statutory taxation rate for such tobacco products since 2005.
SB25-072 Regulation of Kratom	Appropriations 2/4/25	CALPHO: Monitor	Would repeal certain provisions regarding the regulation of kratom that are included in sections 2 and 3 of the bill with amendments. Would prohibit a processor from manufacturing, packaging, labeling, or distributing in the state a food or dietary supplement that consists of kratom leaf or kratom leaf extract unless the manufacturer of the kratom product has obtained a registration of the kratom product from the executive director of the department of revenue.
HB25-1120 Septic System Replacement Enterprise	Hearing 2/13/25 Appropriations 3/14/25	CCI: Oppose CALPHO: Monitor	The bill establishes a septic-system replacement enterprise, a government-owned business that collects fees on septic-system permits to fund a loan program for replacing failing septic systems.
HB25-1190 Expanding Cottage Foods Act	Introduced 2/10/25 Dylan Garrison testified against this bill. It died on 3/3.	CALPHO: Oppose BOCC: Oppose	The "Colorado Cottage Foods Act" (act) allows for the sale and consumption of a limited range of homemade foods that do not require refrigeration. The bill expands the act by allowing for the sale and consumption of homemade foods that require refrigeration.
HB25-1295 Food Truck Operations	Introduced 3/4/25 Hearing 3/19/25	CALPHO: Monitor	The bill creates a reciprocal licensing and permitting system for the operation of food trucks within the jurisdictions of local governments in the state.

