



22 January 2020

Casey Yates Brewer
22115 Ruoff Rd.
Jenner, CA 95450-9603

Re: OPR95-2389, nonstandard septic system located at 22115 Ruoff Rd, Jenner, CA.

Dear Casey,

It has recently come to our attention that you purchased the property on Ruoff Rd.

By Ordinance No. 4330 of the Board of Supervisors of the County of Sonoma, all nonstandard septic systems in the county must be monitored and maintain an operational permit (OPR).

As owners of property with a non-standard septic system, you have been placed in our monitoring program. The monitoring program incorporates site inspections by this office, self-monitoring reports to be completed by owners, and an annual billing statement.

Regular self-monitoring takes place in March and October. You will receive a self-monitoring form, pre-printed with your system information, in late February and late September. You will need to fill out these self-monitoring reports and send them back into our office within 30 days of receiving them to help stay in compliance of your OPR permit.

Additional information about this program, FAQ's, and Policy can be found on our website:

<https://sonomacounty.ca.gov/PRMD/Eng-and-Constr/Monitoring-Program/>

Enclosed:

1. A Change of Ownership Application. Please provide the information where highlighted and return the white and yellow copies in the envelope provided. (The pink copy is for your records.)
2. An invoice for change of ownership fees and annual fees 2019/2020.
3. Operational Permit Easement. A new Operational Permit Easement is requested as we update our records. Please complete the enclosed document using the instructions also enclosed. The items you need to complete have been circled on the instruction sheet. Return the document with the original signatures to Permit Sonoma in the enclosed envelope.
4. A list of contractors that perform maintenance and repairs, and also do self-monitoring service for septic systems. **We do not endorse these contractors.** We simply provide a list to help people know where to look for service providers. We highly suggest the homeowner do their research in hiring a service provider.

The fees from the invoices are due within 30 days. If you will have trouble meeting that deadline, please contact our office immediately to avoid incurring penalties. You may make payment in one of the following



ways:

1. In person at Permit Sonoma Main Office,
2550 Ventura Avenue
Santa Rosa, CA 95403
2. By mail, send check made out to PRMD to the address above, ATTN: Accounting Department.
Include your permit number(s) in the memo line of the check.
3. Online at <https://prmd.sonomacounty.ca.gov/CitizenAccess/>
4. By phone, 707-565-1900, extension 3944 for Cashier.

You can view the records and permits for your property online by going to PermitSonoma and selecting Online Tools. Once there, select Permits Online and you will see several options to help you. These are public access records and if you would like to be able to see more information, you may set up an account to get a deeper look into the records. I've included the link here:

<https://prmd.sonomacounty.ca.gov/CitizenAccess/Sonomaco.aspx?showHome=true>.

There is also a file with all the records of your system and previous records submitted by the former owner(s) that you can review at Permit Sonoma, 2550 Ventura Ave in Santa Rosa. If/when you need additional info, you will need to come to our office and do the research on site.

If you have any questions about the above information, please contact us with any questions you may have via email: PermitSonoma-OPR@sonoma-county.org.

Sincerely,

Christine Anderson
Senior Office Assistant
Operational Permit Program

<https://sonomacounty.ca.gov/PRMD/Eng-and-Constr/Monitoring-Program/>



Sonoma County Permit and Resource Management Department
2550 Ventura Avenue Santa Rosa CA 95403-2859 (707) 565-1900
www.PermitSonoma.org

