

Septic and Portable Toilet Waste Hauler Program

The Treatment Plant accepts domestic wastes from these areas:

Ultimate Tributary Area

Includes the tributary area described below and the unincorporated areas of Santa Clara County.

The Tributary Area

Includes the cities of San José, Santa Clara, Milpitas, Cupertino Sanitary District, West Valley Sanitation District (including Campbell, Los Gatos, Monte Sereno, Saratoga), County Sanitation Districts No. 2-3, and Burbank Sanitary District.

The Treatment Plant does NOT accept domestic wastes from these areas:

The cities of Palo Alto, Mountain View, Sunnyvale, Los Altos, Los Altos Hills, Gilroy, Morgan Hill, or from any location outside the Ultimate Tributary Area.



**San José-
Santa Clara
Regional
Wastewater
Facility**

700 Los Esteros Road
San José, CA 95134
Phone: (408) 635-6600

The Septic Hauler Program at the San Jose/Santa Clara Water Pollution Control Treatment Plant (Plant) accepts only domestic wastes originating from sanitary uses, specifically septic tanks and portable toilets from homes and businesses. Domestic septic wastes are non-manufacturing wastes that have been pumped from a treatment tank or waste holding tank and hauled to another location for final treatment or disposal. Wastes of any origin other than domestic, such as commercial and industrial processing wastes, water from a groundwater test, or water from a construction operation or process, may NOT be discharged as septic wastes. Wastes from these sources are subject to separate discharge requirements and may require a permit and treatment before disposal.

ARE PERMITS REQUIRED TO DISPOSE OF SEPTIC WASTE?

Yes. Section 9.08.1480 of the San José Municipal Code states: "No person shall deliver or discharge hauled waste into the San José/Santa Clara Water Pollution Control Plant receiving station facilities provided for such delivery and discharge, unless such person has a valid receiving station use permit (hereinafter in this chapter termed "Permit") issued by the city pursuant to the provisions of this part."

HOW DO I OBTAIN THE NECESSARY PERMITS?

You will need to work with both the County of Santa Clara and City of San José (City) to obtain permits:

- Call the Solid Waste Program at the Santa Clara County Department of Environmental Health (DEH), **(408) 918-1961**, to schedule an appointment to have your vehicle inspected and a registration sticker affixed to the windshield. You will also need to submit a completed [Environmental Health Permit Application](#) and pay the current fees. The application is also available at:
 - <https://www.sccgov.org/sites/swp/programs/toilet/Pages/toilet.aspx>; or
 - Department of Environmental Health, 1555 Berger Drive, Suite 300, San José
- Call the City's Environmental Services Department, Watershed Protection Division at **(408) 793-5300** to schedule an appointment to review and submit the following:
 - A copy of your [Environmental Health Permit](#) (from above)
 - A completed [Receiving Station Use Permit Application](#) (City of San José application)
 - Insurance documents listed on the Septic and Portable Toilet Waste Hauler program website
 - Cash deposit of \$2,500 or a corporate surety bond, payable to the City of San José
 - A completed [Business Tax Certificate Application](#)
 - A list of drivers for each of your vehicles

The above City applications are available at <http://www.sanjoseca.gov/septichaulers> ; or San José City Hall, 200 East Santa Clara Street, 1st Floor, Windows 1 and 2

After approval of the above items, a City of San José Environmental Inspector will call you to schedule a meeting to review the terms of the permit with you.

CURRENT DELIVERY AND DISPOSAL FEES

Load Description	Fee per load
Loads collected within the Tributary Area	\$7.50 plus ½ cent per gallon
Loads collected outside the Tributary Area but within the Ultimate Tributary Area	\$15.00 plus \$0.01 per gallon
Mixed loads (a single load collected from both the Tributary Area and Ultimate Tributary Area)	\$15.00 plus \$0.01 per gallon

Loads containing any wastes originating outside the Ultimate Tributary Area or non-domestic wastes are prohibited.

HOW DO I PREPARE MY HAULING VEHICLE?

- After passing inspection, Santa Clara County staff will affix a Registration Sticker to the windshield.
- Display the name and address of the permit holder and the vehicle load capacity on both sides of the vehicle. Letters must be a minimum of four inches high.
- Install a sight glass or other device that enables a determination of load volume in gallons.

**Name, Address,
& Load Capacity
Here (both sides
of vehicle)**



Sticker Here

WHAT ARE MY RESPONSIBILITIES?

Submit a Pumping and Disposal Report

When you arrive at the Treatment Plant entrance, you'll need to submit a **Pumping and Disposal Report** form provided by the County of Santa Clara. Be sure to complete it accurately. Every month, you must send the white copies of this report to the County of Santa Clara, Department of Environmental Health (DEH). The report must include:

- Name of hauler
- Delivery vehicle license number
- Street address and city of origin
- Name of the driver and customer
- Type of waste (septic or chemical toilet)
- Gallons pumped

Collect a Load Sample and Turn It In for Analysis

At the Treatment Plant's entrance gate, obtain a sample bottle. Use this at the discharge station to collect a sample of the trucked waste. Drop off the sample at the exit gate (it must be in the bottle you obtained when entering the Treatment Plant premises). The Treatment Plant State certified laboratory analyzes the samples collected to determine the contents of the waste load. Samples are analyzed to determine if the delivered waste load is characteristic of domestic waste or contains potential pollutants of concern.

Drive Safely, Discharge Safely, and Keep the Premises Clean

Drive safely on the Treatment Plant premises and obey the speed limit. Be sure to follow the designated route to the discharge station. At the station, safely off-load your vehicle's contents and take care to minimize spills. Be sure to hose off the area, spraying toward the dump station so it is clean and odor-free. For any spills or problems inside this area, call 945-5445 immediately.

Comply With Requirements To Avoid a Permit Revocation, Suspension, or Enforcement Action

Be sure to comply with waste hauler requirements. Permit revocation or suspension, bond forfeiture, administrative penalties, or prosecution may result from any of the following activities:

- Illegal discharge of waste that is non-domestic, contains elevated pollutants of concern, or originates outside of the Ultimate Tributary Area.
- Transport or disposal of sanitary sewage in an unsafe or unlawful manner.
- Discharging waste outside of the designated receiving station at the Treatment Plant.
- Including false materials or information in the permit application.
- Failure to comply with permit conditions.
- Failure to maintain bond or insurance requirements.
- Failure to pay all applicable fees and charges.
- Failure to renew your **Receiving Station Use Permit** before the expiration date (permit expires 3 years from issue date).



Environmental Services
A Certified Green Business

In accordance with the Americans with Disabilities Act, City of San José Environmental Services Department materials can be made available upon request in alternative formats, such as Braille, large print, audio tape, or computer disk. Requests may be made by calling (408) 945-3000 (voice) or (800) 735-2929 (TTY).