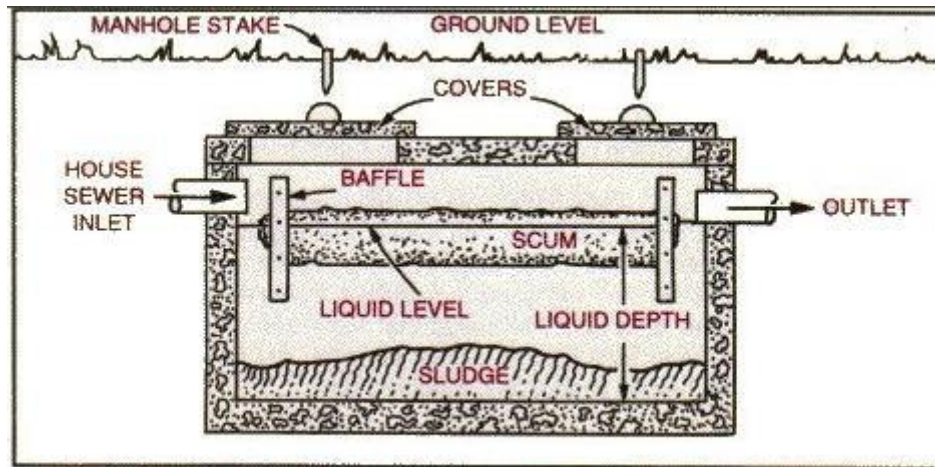




Procedure for Abandoning a Septic Tank



Cross section of a typical concrete septic with baffle

Permit Process:

- Submit a permit application completed in full with a detailed description.
- Provide 2 copies of a Site Plan depicting the location/s of existing septic tank/s. Include existing structures in relation to the location of the septic tank/s and dimensions from property lines and structures.
- Fees to be paid are Inspection.

Inspection Process:

- Inspection requests are requested by phone, per instructions on permit card. Inspections required are:
 - Inspection code #53 Septic Tank
 - Inspection code #106 Building Final

Instructions for Inspection:

- The first inspection is to be completed after the septic tank:
 - Is emptied;
 - Bottom of the tank is perforated with a 12" hole in each compartment;
- The second inspection is to be completed after the septic tank:
 - Filled with sand.
 - Top of the tank is crushed.

Note: If City sewer connection is to be made, a sewer inspection (inspection code #2) is required. The City Building Inspector will verify the connection prior to covering/backfilling the sewer location. This connection requires additional fees to be paid.