

## EXISTING SYSTEM EVALUATION REQUIREMENTS

### ALL SEPTIC SYSTEMS

All septic tanks must be either pumped out or have been installed within the last five (5) years. If a tank needs to be pumped out, the customer must provide a "Verification of Septage Removal Form" from a certified septic pumper. All components of the tank (such as T's and filters) must be in good condition or repaired /replaced by a certified septic contractor or pumper prior to septic permit being issued.

### IF INSPECTION REPORT **IS** ON FILE WITH HEALTH DEPARTMENT

1. Number of bedrooms must be equal to or less than what the inspection report indicates.
2. If going up in bedroom numbers, then additional drainline must be added.

### IF INSPECTION REPORT **IS NOT** ON FILE WITH HEALTH DEPARTMENT

1. Septic tank and distribution box (aka D-box) must be uncovered for the health department to verify that all components are legal and in place.
2. If the septic tank needs to be pumped out (most will require pumping), then have the certified pumper contact the Health Department to schedule a time to meet environmentalist at property. Health Department can evaluate the septic tank while it is uncovered to be pumped. D-box must also be uncovered. D-box can be uncovered by the property owner or the contractor at time of pump out.
3. Environmentalist will determine if the septic system is properly sized to accommodate the home that is going to be connected. Additional drainline may need to be added.

### EXPIRATION OF PERMITS

1. All septic permits EXPIRE one (1) year from issue date.
2. Permit may be re-issued one time, if you contact our office prior to the expiration of the permit.