

UNCOVERING YOUR SEPTIC TANK FOR INSPECTION WHEN A SEPTIC RECORD IS NOT FOUND

New Procedures when applying for an Existing System Evaluation, that requires approval from the Building Department:

(Loan Closings/Adoption/Foster Parent Evaluations **not** required... unless we do not have a record on file, see #2 if record is not found)

1. Septic System Record/Permit IS ON FILE?

- Receive a copy from our office for your records
- 4 corners of the septic must be marked prior to inspection
- Any additions to the home or property must be staked/marked prior to inspection

2. Uncovering your tank for inspection, when a Record IS NOT FOUND – see drawing below.

- Uncover the Entire top of tank...Do NOT remove the lid
- Uncover 2 feet down the outlet side of the tank (see drawing below)
- Carefully uncover the pipe going towards the drain field (about a 2 ft. section is sufficient)
- These must be done prior to inspection

