

Abandonment - Onsite Sewage Disposal System Instruction Worksheet

The following are procedures for properly abandoning an onsite sewage disposal system. Septic tanks are required to be abandoned when no longer needed, such as when connecting to public sewer or replacing with a new tank. A determination of the location and type of disposal field is required to ensure all structures are properly abandoned.

1. Abandonment shall be completed under permit from Environmental Health Services. Application shall include a plot plan or record of the existing system to assure complete abandonment.
2. A registered septic system pumper shall pump out all compartments of the septic tank.
3. The top of the tank shall be removed.
4. The bottom of the tank shall be cracked, perforated, or at least one exterior wall removed.
5. The tank shall be filled with clean earth, gravel, concrete, or other material approved by Environmental Health Services.
6. An inspection by Environmental Health Services staff shall be conducted prior to backfill of the tank. A minimum of 48-hour notice must be given to the Environmental Health Services prior to abandonment.
7. Hollow seepage pits shall have top removed, be evacuated, and backfilled. Gravel drywells shall be excavated a minimum of two feet below grade and vent pipe cut. The drywell and ventpipe shall then be backfilled.
8. Gravel filled leachlines may be abandoned in-place without structural modification. Chamber leachlines shall have the chambers removed and the treaches backfilled with clean fill, or be evaluated by a registered civil or geotechnical engineer if the chambers are to be left in place.
9. All plumbing lines leading to and from the septic tank shall be removed or capped with watertight fittings.