



# West Central Health District Environmental Health

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## Application Requirements for an Existing System Evaluation

You are applying for an Existing System Evaluation. The purpose of this service is to verify that there is a septic system on the property and that it is not failing at the time of the evaluation. This verification shall not be construed as a guarantee of the proper functioning of the system for any given period of time. This is not an approval of the system. No liability is assumed for future damages that may be caused by malfunction.

This service includes a review of our records to determine if a permit, inspection report and/or pump-out report exist for your system. We will also visit the site to determine if obvious signs of system failure are evident. Please be sure to comply with the following requests:

1. We must have access to the system. If there are locked gates that we will need to pass through, please plan to have them open at the time of service.
2. Please restrain any dogs or other potentially hazardous livestock.
3. Grass or other vegetation must be cut to a height that will allow us to see the surface of the ground.
4. If the system is over five (5) years old, we must have proof that the tank has been pumped within the last five (5) years. This should be in the form of a Pump-Out Report from a certified septic tank pumper.
5. Site sketch showing location of proposed addition construction area and additional documents as needed.

Revised 12/6/2019



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## Existing Septic System Evaluation Application

Applicant Name: \_\_\_\_\_

Applicant Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Property/System Address: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_

Lot Number: \_\_\_\_\_ Block Number: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

Directions to the Property: \_\_\_\_\_

Reason for Existing System Evaluation:

- Swimming Pool Construction (N/A for some counties)
- Loan Closing for Home Sale
- Refinance
- Home Addition (Non-bedroom)
- Structure Addition to Property – Type: \_\_\_\_\_
- Mobile Home Relocation
- Other: \_\_\_\_\_

The following information is NOT needed if for Swimming Pool Construction only.

Number of Bedrooms: _____		Garbage Grinder: Yes _____ No _____	
Water Supply: Public _____	Private Well _____	Community _____	
When was the septic system installed: _____			
Has the septic tank been pumped out in the last 5 years?			
_____ Yes (attach pump-out report)		No _____ Unknown _____	

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

Revised 12/6/2019



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Site sketch showing location of proposed addition construction area and additional documentation as needed.



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