



PROCEDURE FOR INSPECTION OF UNLICENSED OSSF

1. Expose the top of the tank so the inspector can see inside and verify that T's are present on the inlet and outlet lines. The tank corners or sides must also be exposed to verify tank dimensions.
2. On outside of tank, expose inlet and outlet lines to verify proper pipe lines and leak free grouting.
3. Four corners of the drain field must be exposed down to pipe and gravel layer or beginning and end(s) of lateral line(s). If a lateral line system is indicated, more areas must be exposed to verify system layout and size.

Inspector Will:

1. Measure the tank to calculate the volume in gallons (from the flow line to the bottom of the tank.)
2. Measure the four exposed corners of the drain field to determine approximate square footage. Measure the length of the lateral(s) to determine approximate square footage.
3. Note all components of the system (pipe, gravel, sandy loam, grass cover.)
4. Make a complete diagram of the system, including measurements.
5. Complete a report, writing what was actually seen. If it is necessary for the WCCHD to perform a follow-up site visit, or if extra fees are involved, it will be noted on the report. WCCHD will issue a report, as one has been paid for. If necessary to do an additional site visit, another report will be written with a \$80.00 fee assessed.

If a new OSSF number has to be issued, a fee of \$285.00 will be charged and we will do one return site visit without additional fees.

If WCCHD has been to the site for a re-inspection prior to November 3, 1993, and the paperwork has an OSSF number, the fee is \$150.00. If additional visits are necessary, and additional \$80.00 fee will be charged.

THIS PROCEDURE HAS BEEN IN EFFECT SINCE NOVEMBER 3, 1993.