

Septic Tank Destruction Permits

WLS-002

PURPOSE: A septic tank destruction permit is required whenever a septic tank is to be destroyed. The only exception is if another septic system is being installed under a separate permit. This form provides information and procedures for obtaining a septic tank destruction permit. If the septic tank is being destroyed because the parcel is being connected to public sewer, the applicant must submit documentation from the public sewer agency authorizing connection to the public sewer.

PROCEDURE: The applicant is directed to the Well & Septic cubicle where staff will determine the reason for destroying a septic tank(s). If the property is being connected to public sewer, staff will review the city utility certificate or letter authorizing connection to public sewer and maintain a copy for the department file. A payment receipt for sewer connection fees may be acceptable. The permit application will be processed, the applicant will be advised of the septic tank destruction requirements (see below) and reminded that a receipt from the septic tank pumper will be required to verify that the septic tank has been pumped. The applicant is then directed to the cashier for payment of fees.

- A. For properties that will be connected to public sewer within a county sanitation district and/or in unincorporated Sonoma County.
1. The applicant will be charged an office clearance fee for the septic tank destruction permit.
 2. The septic tank destruction inspection should be scheduled at the same time as the sewer connection inspection. If a separate inspection is scheduled the applicant will be charged an additional fee.
 3. After the septic tank has been pumped and items #2 a & b of the Septic Tank Destruction Requirements (see below) are completed, the applicant contacts Permit and Resource Management Department (PRMD) sanitation inspection staff to schedule an inspection.
 4. The PRMD sanitation inspector will conduct an inspection of the septic tank to insure that it was destroyed in compliance with the requirements listed below. The applicant will be required to provide the inspector a receipt from the septic tank pumper. One copy of the inspection form with the attached septic tank pumper receipt will be routed to PRMD Well and Septic Division where the appropriate district staff will review the inspection form, and if complete, attach the inspection form and pumper receipt to the septic tank destruction permit and final the permit.
- B. For properties that will be connected to public sewer within a city sanitation system and for all other septic tank destructions or abandonments.
1. The applicant will be charged a septic tank destruction fee for the septic tank destruction permit.
 2. After the septic tank has been pumped, and items #2 a & b of the Septic Tank Destruction Requirements (see below) are completed, the applicant contacts PRMD Well and Septic staff to schedule an inspection.
 3. PRMD Well and Septic staff will conduct the inspection to verify that destruction of the septic tank has been completed according to the requirements listed below. The applicant will be required to provide the inspector with a receipt from the septic tank pumper. If all requirements are met, Well and Septic staff will attach the septic tank pumper receipt to

Sonoma County Permit and Resource Management Department

2550 Ventura Avenue ❖ Santa Rosa, CA ❖ 95403-2829 ❖ (707) 565-1900 ❖ Fax (707) 565-1399

the septic tank destruction permit and final the permit. If the property is being connected to a public sewer within a city sanitation system, a copy of the finalized septic tank destruction permit will then be mailed or faxed to the city sanitation agency.

REQUIRED APPLICATION MATERIALS:

1. Application, Form WSS-013, signed by the property owner, licensed contractor or licensed septic tank pumper.
2. Site plan (see Minimum Standard Site Plan form CSS-019 for requirements) and also include the following:
 - a. Location of septic tank(s) to be destroyed.
 - b. Location of any wells within 100 feet of the septic system.
 - c. Location of existing or proposed sewer line(s).
3. If connecting to public sewer, a city utility certificate or letter authorizing connection to the public sewer.
4. Written description of the method by which the septic tank is to be destroyed.

SEPTIC TANK DESTRUCTION REQUIREMENTS:

1. The tank shall be pumped by a licensed septic tank pumper. If the property is being connected to a county sanitation district then the applicant shall submit the pumper receipt to the PRMD sanitation inspector. If the property is being connected to a city sanitation agency then the applicant shall submit the pumper receipt to PRMD Well and Septic staff.
2. The property owner or contractor shall complete the following:
 - a. Remove the lid from the site or dispose of as in #2c below.
 - b. Break a hole in the bottom of each section of the tank to provide for drainage. **After this work has been completed, call for an inspection by the sanitation/well and septic staff.**
 - c. Backfill the tank with earth, sand or gravel material to a depth of approximately one foot below finish grade. The tank lid may be broken into small pieces and placed into the tank with the gravel, being careful not to create any hollow voids. The remaining fill to surface level may be of any approved material and should be graded to drain.

or

As an option to filling the tank, the applicant may be able to remove the entire tank and haul it to a landfill site. The applicant should contact the County landfill ahead of time to see if disposal of the tank is currently allowed. Prior to backfilling, call for an inspection by PRMD sanitation/well and septic staff. The hole shall than be filled and compacted.
 - d. If the septic tank destruction was not inspected, certification by a licensed civil or geotechnical engineer that the tank has been properly removed and the tank hole adequately compacted with soil, must be provided to PRMD Well and Septic Division.

FILING FEE: See current PRMD fee schedule.