MONROE COUNTY PRIVATE SEWAGE MAINTENANCE REPORT

PROPERTY OWNER:
Property Address (location pumped or inspected):
LOCATION: ¼ ¼ Section: T: N, R E/W, Township/Village/City: Subdivision: Lot No. Tax Parcel Number:
Property Owner Name: Mailing address: City, State, Zip :
Owner to fill out below:
Type of Occupancy: Please check one belowFull TimeSeasonalUnoccupied since (date): (If the structure has been unoccupied for the last three years it does not need an inspection. File
out the owner's section and return the form .)
Property Owner's Signature:
Owner's Phone#:
Permit Year : < <ptyr>> (for computer purposes only)</ptyr>
Inspector/Pumper to fill out below:
Inspection / Pumping Date: Yes No
Is the system being used for the occupancy it was designed for?
Is wastewater or effluent from the system ponding on the ground surface?
Is the septic tank <u>more</u> than one-third full of sludge and scum? (If the answer is <u>Yes</u> the tank must be cleaned.)
Has the septic and dose tank (if applicable) been pumped?
Inspector's / Pumper's Name (please print):
State Statute 145.20(5)(b): Maintenance inspections may be conducted by master plumber, journeyman plumber, or restricted plumber licensed under Ch. 145 or 146.20, or a septic tank pumper. The department may suspend or revok license issued under 146.20 if the department finds that the licensee falsified information on inspection forms. DSPS is suspend or revoke the license of a plumber licensed under Ch. 145 if they find that the plumber falsified information or inspection forms.
Inspector's/Pumper's Signature License No. Inspector's/ Pumper's Phone Number



Monroe County Sanitation & Zoning Department
777 S. Black River St,
Suite #2, Sparta WI 54656
Phone #: (608) 269-8736

www.co.monroe.wi.us
Alison Elliott, Director
Cindy Stierman, Sanitation & Zoning Specialist
Lila Burnett, Sanitation & Zoning Specialist

Dear Property Owner,

Wisconsin Statutes and the Monroe County Sanitary Ordinance require a continuing maintenance program of all private sewage disposal systems to ensure proper operation and provide for a longer life span of the system. When septic tanks are not pumped, solids move into the drainfield causing the drainfield to fail prematurely.

As the listed taxpayer for the property you are receiving this notice and are the party held responsible for filing the report. If the property has changed ownership please note the new owner's name on the Private Sewage Maintenance Report, (on the back of this letter) and return this form to our office. We will direct the notice to the new owner.

An <u>inspection</u> and certification of each system is required every 3 years after the installation or reconnection date of the system. If corrective measures are necessary to maintain proper operation of the system the property owner is required to complete the necessary corrections within a reasonable length of time.

As an owner, you are required to provide this Department with proof that you have had your septic tank pumped, or you may have the system inspected to see if it is less than 1/3 full of scum or sludge. A licensed master plumber, a master restricted sewage plumber, or a licensed septic tank pumper can inspect the system. The certification form **on the reverse side of this letter** must be completed by the inspector or pumper, signed by you and the inspector or pumper and returned to this Department within 30 days of today's date. If you wish to get confirmation of the receipt of this form please provide a self-addressed stamped envelope and we will send you a copy of the received form. Please contact us with any questions.

Sincerely,

Alison Elliott Sanitation Dept. Director