**Howard County Septic Holding Tank Agreement**

***A sewage holding tank is an alternative method of sewage disposal pursuant to IC 16-41-25-9.***

\_\_\_\_\_An application must be filed by the property owner or property owner’s agent.

\_\_\_\_\_A construction plan of sufficient clarity.

\_\_\_\_\_A copy of a written contract with an operator of a septage management vehicle providing for the removal of septage at regular intervals;

\_\_\_\_\_copies of all receipts and other records as requested be submitted to the local health department within thirty (30) days of service

\_\_\_\_\_For commercial sites where IDOH has completed plan review and approval for a commercial holding tank, a copy of the written approval from IDOH.

\_\_\_\_\_All sewage holding tanks shall:

* 1. \_\_\_\_Have a minimum capacity of the greater of
     1. one thousand (1,000) gallons; or
     2. if applicable, at least three (3) times the design daily flow of the home or commercial structure as determined by Rule 410 IAC 6-8.3 or Rule 410 IAC 6-10.1; and
  2. \_\_\_\_Have a capacity of no more than 10,000 gallons.

\_\_\_\_\_A sewage holding tank shall meet all separation distances required for a septic tank in Rules 410 IAC 6-8.3 and 410 IAC 6-10.1.

\_\_\_\_\_A sewage holding tank shall meet all construction requirements of septic tanks in Rules 410 IAC 6-8.3 and 410 IAC 6-10.1.

\_\_\_\_\_All sewage holding tanks shall have at least one riser to the surface for ease in pumping the tank. A secondary childproof plug shall be installed under any riser to the surface.

\_\_\_\_\_A construction permit issued by the Howard County Health Department is required prior to the installation of the holding tank or gravity sewer.

\_\_\_\_\_A gravity sewer, meeting the requirements for a residential sewer in Rule 410 IAC 6-8.3 or the requirements for a building sewer in Rule 410 IAC 6-10.1 shall be used to make a direct connection between the plumbing of the structure with plumbing and the holding tank.

\_\_\_\_\_All sewage holding tanks installed in Howard County shall have:

1. \_\_\_\_an installation inspection to confirm proper installation and to confirm the outlet of the last tank has been appropriately sealed prior to backfilling; and

2. \_\_\_\_an audible and visible alarm that will activate when the level in the tank reaches two-thirds (2/3) of the tank’s capacity;

(\*\*Continue on back page)

\_\_\_\_\_All holding tanks shall be required to have a permit issued by the Howard County Health Department.

* 1. \_\_\_\_The construction permit issued for the installation of the holding tank shall also serve as the operating permit for the first three (3) years of service.
  2. \_\_\_\_A permit for a sewage holding tank shall be valid for a period of three (3) years from the date of issuance.
  3. \_\_\_\_A permit shall be renewed prior to, or within ten (10) days of, expiration.
  4. \_\_\_\_A permit fee as stated in the Howard County Health Department Fee Ordinance shall be due at the time of operating permit renewal.

\_\_\_\_\_All receipts from pumping and maintenance of a sewage holding tank and other documents for repair or modification of a sewage holding tank need to be submitted to the health department within thirty (30) days of service via digital transmission or hard copies provided to the Howard County Health Department.

\_\_\_\_\_A permit not renewed within ten (10) days of expiration or a sewage holding tank not operated in a safe and sanitary manner, including receipts and other paperwork not submitted as required, is a violation of this ordinance and may be subject to permit revocation, and/or denial of permit renewal.

\_\_\_\_\_Use of a sewage holding tank must be discontinued if:

1. \_\_\_\_Connection to an approved on-site sewage system becomes available to the owner; or
2. \_\_\_\_Connection to sanitary sewer becomes available within three hundred (300) feet of the property line on which the sewage holding tank is being used.

\_\_\_\_\_Upon connection to an on-site sewage system or sanitary sewer, the sewage holding tank shall be abandoned unless it will be converted for use as a septic tank or a dosing tank in an on-site sewage system.

Property Address:

Property Owner’s Name (Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Property’s Owner’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**For office use only**:

Permit fee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­ Receipt number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Permit issued date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Permit expired date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_