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RACINE COUNTY CODE ADMINISTRATION

**14200 Washington Avenue
Sturtevant, WI 53177**

Phone: (262) 886-8475
Fax: (262) 886-8484

A DIVISION OF THE PLANNING & DEVELOPMENT DEPARTMENT

DATE OF MAILING NOTICE: OCTOBER 21, 2009

Dear Private Onsite Wastewater Treatment System (POWTS) Owner:

State code requires that we develop/implement a comprehensive maintenance program for **all** POWTS located in the County. Our records show that your POWTS is due for its maintenance check. Maintenance consists of having any septic tank (and pump chamber, if applicable) inspected by a properly licensed plumber (master, journeyman or restricted-service), POWTS inspector, or septage hauler/pumper. If a tank is found to be at least 1/3 full of sludge and scum, then it must be pumped out. Listings for pumpers can be found in the telephone directory yellow pages under "Septic Tanks & Systems-Cleaning." In addition, there must be a visual check done to determine whether wastewater or effluent from the POWTS is ponding on the surface of the ground.

The form below must be signed by the system owner and the licensed inspector, and returned to our office along with a **\$10.00** fee required to help recover costs for the time, effort, and expense to run the State-mandated program. If maintenance already occurred within the past 3-year maintenance cycle, you may submit proof of maintenance with a copy of a signed "Paid in Full" invoice or canceled check along with the form below and \$10.00 fee. The required information must be sent to our office within 10 days of the due date shown below to prevent a double fee of \$20.00. Timely compliance will prevent the initiation of legal action by the County.

Please contact our office or see the two Frequently Asked Questions that deal with maintenance issues under the Code Administration menu at the www.racineco.com web site if you have further questions regarding this letter.

Sincerely,

Racine County Code Administration/Planning & Development Department

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I hereby certify that the POWTS is in proper operating condition without visual signs of ponding on the surface of the ground and: (✓ applicable below - note that the tank does not need to be pumped if "b" is checked)

___ a) The septic tank (and pump tank, if applicable) was recently pumped by a licensed septic tank pumper.

___ b) The septic tank (and pump tank, if applicable) was inspected and is less than 1/3 full of sludge and scum.

Plumber/Inspector/Pumper's Signature _____ License # _____

Company Name _____ Date pumped/checked _____

Property Owner's Signature _____ Date _____

RETURN COMPLETED FORM AND \$10.00 FEE TO:
(Make check payable to **Racine County Treasurer** and return within 10 days of due date to avoid double fee)

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