



Submittal Requirements for Abandonment of Individual Sewage Disposal Systems



Email Application to: eh@carsoncity.gov
Permits are NON-Transferrable and NON-Refundable
Carson City Health and Human Services Environmental Health Division
900 E Long St Carson City, NV 89706
Phone: 775-887-2190 ext. 80029 Gethealthycarsoncity.org

This information is to guide the owner or builder through the submittal and approval procedures when obtaining a permit for abandonment of an individual sewage disposal system. Individual Sewage Disposal System requirements from the Nevada Administrative Code (NAC), which can be found on the web at <http://www.leg.state.nv.us/NAC/NAC-444.html> and Carson City Municipal Code (CCMC) on the web at <https://library.municode.com/>.

- Septic system permits are temporary and are valid until the system fails or a community sewage system is installed to service the parcel as per *NAC 444.786 (1) or CCMC 12.05.020*.
- A permit is void 12 months after the date of issuance if the proposed construction, alteration or extension of the individual sewage disposal system is not completed within that period as per *NAC 444.786 (6)*.
- The septic system permit will be issued with the building permit. Failure to complete the plot plan and application forms will result in delays in reviewing and issuing the permit.

Note: The Uniform Plumbing Code 722.5 states that disposal facilities must be abandoned within thirty (30) days from the time of connection to public sewer or other means of disposal.

Permit Fees

Individual sewage disposal system - Abandonment	
Includes plot plan review, permit and onsite inspection	\$ 25.00

Requirements to be submitted with application:

- Residential Septic System Abandonment Application (see attachment)
- Plot Plan (see list of requirements below)
- Septic tank pump receipt from licensed septic tank pumping contractor due at final inspection
- Septic tank disposal receipt due at final inspection if tank is removed from property.

Required Inspections:

- The CCHHS will perform inspections of residential septic system installations, repairs and abandonments.
- Please call CCHHS to schedule an appointment for inspection. **Inspections must be scheduled at least two (2) business days in advance.**
- Approved plans must be on job site at the time of each inspection.

Abandonment of an Individual Sewage Disposal System — Site plan should include:

- The name, address and current phone number of the applicant.
- The title and date of the plan and the signature of the owner or his representative.
- The legal description of the property, including the lot and block number, township, range, section and assessor’s parcel number.
- The applicant must attach any applicable conditions imposed upon the property by the Health authority as a result of a variance, parcel map or subdivision map.
- A vicinity map of the area that shows the location of the roads and streets.
- The direction of North clearly indicated.
- A diagram to scale of the location of the septic tank. The location shall be established relative to the building to be served. Distances to the septic tank shall be shown to the closest property lines.
- Location of any existing well.
- The scale to which the plan is drawn, such as 1 inch = 1 foot.
- A diagram of the lot dimensions and total lot area.
- A diagram of all structures on site.
- Septic tank disposal receipt due at final inspection if tank is removed from property.



Plan Review Application for Abandonment of Individual Sewage Disposal Systems



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Note: NAC 444.818.9 A septic tank that is no longer in use may be pumped, removed and disposed of. A septic tank that is no longer in use and is to be abandoned in place must be filled with dirt or sand after being pumped. An excavation site created by the removal of a septic tank must be backfilled with suitable material that is compatible to the intended future use of the site.

Information

Parcel #: _____ Permit #: _____

Applicant Name: _____ Applicant Number: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Address of Parcel: _____ City: _____ State: _____ Zip: _____

Cross Streets: _____

Contractor Name: _____ Contractor Phone: _____

Abandonment Details

Septic Tank Size: _____ Septic Tank Type: Concrete Plastic

Method of abandonment (Choose one):

Filling

Concrete Gravel Sand Other: _____

Removal

Disposal Location*: _____

***Final waste disposal receipt of septic tank is required to be submitted by applicant before building permit receives a sign off.**

Signatures

Applicant's Signature _____ Date _____

Property Owner's Signature _____ Date _____