

NO INCOMPLETE APPLICATIONS WILL BE ACCEPTED

HOW TO FILL OUT THE SEPTIC ABANDONMENT APPLICATION

- **\*\*** Prior to submitting the abandonment application, it is recommended the applicant request a copy of the most recent septic as built/ Permit to discharge from AHD\*\*
  - If an as built does not exist, the person conducting the abandonment must investigate the entire septic system to determine what components exist on the property.
  - If there is confusion with the leaching product, schedule an office appointment with Sanitarian.
- Fill out all sections of the contact information
- The water source box must be checked (either public water or private well)
- Person conducting the abandonment must print their name and sign the application.
- **The date of abandonment should be blank until the inspection is scheduled with a Sanitarian.**
  - Sanitarians will fill in the date of abandonment once inspected.
- Reason for abandonment section examples: “connecting to sewer, house demo, constructing new septic”.
- Using the as built/permit to discharge, identify the septic system components and size that will be abandoned. (Septic tank, cesspool, drywell, galleries, pump chamber, etc.)
  - If as built/permit to discharge indicates the leaching consists of “non-hollow structures” (trenches, “fields”, mantis, GST, GLF etc.) those leaching products do not require abandonment.
- Leaching type and size MUST be filled out using the historical information on file with AHD.
- DO NOT ACCEPT APPLICATIONS IF:
  - Leaching abandoned checked off “yes”, but leaching type is blank.
  - Leaching abandoned checked off “yes”, but leaching type listed as “UNKNOWN”
  - Leaching abandoned checked “No”, but leaching type is blank.
  - \*Leaching abandoned checked “No”, but leaching type is “galleries, drywells, cesspools”
  - \*Tank(s) abandoned checked off “no”, but no waiver provided.

\*Hollow structures may be left in place, if requested to be repurposed for another use (i.e. stormwater or surface water galleries) provided they have been evaluated by a licensed septic installer or engineer an inspection report required to be submitted to AHD. The components must be located on a plot plan/survey, along with a signed waiver with notary seal.



Aspetuck Health District 180 Bayberry Lane, Westport, Connecticut 06880  
T: 203-227-9571 F: 203-221-7199 W: [www.aspetuckhd.org](http://www.aspetuckhd.org)

**Inspection Fee:**  
**\$150.00**

To: **Building Department, Weston**   
**Building Department, Westport**   
**Building Department, Easton**

The Connecticut Public Health Code requires the abandonment of subsurface sewage disposal system components (i.e., septic tank, hollow leaching structure) or cesspool shall be performed in such a manner as to eliminate the danger of inadvertent collapse of the component or cesspool. The responsibility for abandonment lies with the property owner. Structures that are to be abandoned shall be emptied of all sewage prior to abandonment. Structures shall be filled with sand, gravel, or crushed and backfilled with clean soil.

**FROM: Aspetuck Health District**  
**RE: EXISTING SEPTIC SYSTEM ABANDONMENT**

**Location of Abandonment:** \_\_\_\_\_ **Town:** \_\_\_\_\_

**Print Name of Owner:** \_\_\_\_\_ **Owner's Contact Tele.#:** \_\_\_\_\_

**Address of Owner:** \_\_\_\_\_ **Town:** \_\_\_\_\_

**Signature of Owner or Authorized Agent:** \_\_\_\_\_ *(if agent, Letter of Authorization needed)*

**If Authorized Agent, print name:** \_\_\_\_\_ **Authorized Agent Tele.#:** \_\_\_\_\_

**This property has:**  **Public water**  **Private well water**

**To be Abandoned by:** \_\_\_\_\_  
*(Print Name)* *(Signature)*

**Date of Abandonment:** \_\_\_\_\_

**Reason for tank abandonment:** \_\_\_\_\_

**Tank(s) abandoned** Yes \_\_\_\_\_ No \_\_\_\_\_

**Leaching type:** \_\_\_\_\_

**Leaching abandoned:** Yes \_\_\_\_\_ No \_\_\_\_\_

-----  
*To be completed by Aspetuck Health District:*

**Verified by:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Sanitarian**

**Comments:** \_\_\_\_\_