HOMEOWNER'S SEPTIC TANK GUIDE AND MAINTENANCE RECORD FILE

It is the responsibility of the homeowner to maintain, repair or replace all components of the septic system so that it will protect the environment and public health. Keep all information about your septic system and it's maintenance within this folder. This record is important should problems develop with your system or if you sell your home. Keep this folder with your house records as a reference for any questions that may arise.

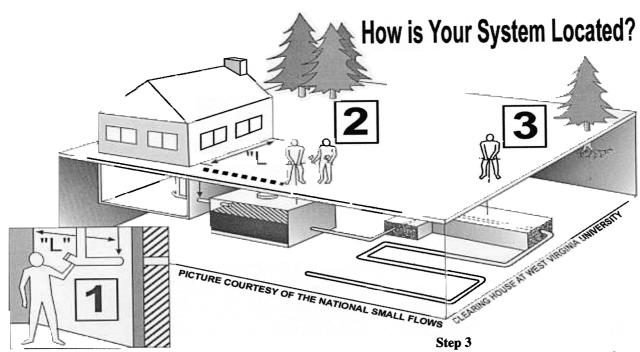
Home Address:		
Subdivision:	Lot/Block:	
Septic Permit #:	Date Issued:	
Legal Description:		
Household and Septic System All additions and/or improvements to your h adversely affect the system.	Information: some must be approved by Environmental Health so as not to	
Number of Bedrooms:	Average Water Consumption: Per Month	
☐ Garbage disposal	- 3-Bedroom: 6-8 thousand gallons	
☐ Public water supply	4-Bedroom: 8-10 thousand gallons5-Bedroom: 10-12 thousand gallons	
□ Private water supply□ Hot tub/Jacuzzi	Other:	
in that tub/jacuzzi	Other.	
Septic Tank: Number of tanks: (☐ Rectangle ☐ One compartment ☐ Round/Oval ☐ Multi-compartment	Capacity (Gallons): Manufacturer: Concrete Fiberglass	
	Pump horse power: Grease trap size: Manufacturer:	
Absorption Field: ☐ Pipe and gravel (conventional) ☐ High o ☐ Other:	capacity chamber Drip irrigation Beds	
Accessories: ☐ Septic effluent filter ☐ Siphon/Pump	p □ Distribution box □ Other:	
Additional Treatment Components: ☐ Biofilter ☐ Disinfection ☐ Const.	ructed wetland Other:	
GWINNETT COUNTY BOARD OF	F HEALTH (GWINNETT'S) Gwinnett County	

Public Utilities

STORM WATER MANAGEMENT

"Depend on Us to Protect Gwinnett's Health"

ENVIRONMENTAL HEALTH SECTION



Step 1

- Check plans of onsite system, if available.
- Locate sewer pipe from inside the dwelling.
- Measure distance from sewer pipe to corner of outside wall "L".

Caution: There is some danger in locating an onsite system. It is recommended that you contact a professional to assist you in locating your onsite system.

Step 2

- Locate sewer pipe from outside the dwelling by measuring distance "L" of the same wall.
- Locate septic tank (should be at least 10 feet from dwelling and 2-3 feet below ground surface) by probing area with an insulated metal rod and feeling for resistance. Flag septic tank location.

Note: Some manufacturers offer electronic transmitters to assist with locating the septic tank. Metal detectors are another possibility.

- Begin searching downslope of septic tank to locate the drainfield. (Note: If system has a pump, drainfield can be upgradient of the septic tank.)
- Probe ground every couple of feet with an insulated probe until you hear metal rod contact gravel or probe is wet (not during rainy season) and flag that point.
- Repeat to locate additional drainfield lines (usually 3-5 feet apart and 50-100 feet in length).

Caution: When using metal probe, be careful of buried and overhead utility lines!

Safety Checklist

Never enter the septic tank. Toxic gases are produced by the natural treatment processes in septic tanks and can kill in minutes. Extreme care should be taken when inspecting a septic tank. Never smoke around or near septic tank openings.

Electrical lights, appliances, or tools are to be kept away from the septic tank and water or wet ground near the system.

Manholes serve the purpose for inspections and cleaning and should be locked or heavy enough to prevent children from opening them. Keep children and other spectators away from the system.

Pathogens present in wastewater are also present in the contents of the septic tank. These organisms are capable of spreading infectious disease. Use eye protection and gloves and always wash hands thoroughly with antibacterial soap before eating, drinking, or smoking. Change clothes before coming into contact with food and others after being around an onsite system.

When attempting to locate your system, be careful of both overhead and underground utility lines.

Maintenance Record

Date:	*Service Performed:	Service Performed By:	Cost:			
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^{*}Service must be performed by licensed and certified septic contractors only

Tips to Avoid Trouble

DO have your tank pumped out and system inspected every 3-5 years by a licensed septic tank contractor (list can be obtained from Environmental Health)

DO practice water conservation. Repair dripping faucets and leaking toilets, run washing machines and dishwashers only when full, avoid long showers, and use water-saving fixtures.

DO learn the location of your septic tank system and absorption field and keep a sketch of it handy for service visits.

DO divert roof drains and the surface water flowing down driveways and hillsides away from the septic system.

DO take leftover hazardous household chemicals to your approved hazardous waste collection center for disposal. Use bleach, disinfectants, and drain and toilet bowl cleaners sparingly and in accordance with product labels.

DON'T allow anyone to drive or park over any part of the system or put any foundational structures on drainfields or tank. The area over the absorption field should be left undisturbed with only mowed grass cover. Roots from nearby trees or shrubs may clog and damage your drain lines.

DON'T make, or allow to be made, repairs to your septic system without obtaining the required health department permit. Use licensed septic contractors.

 ${\bf DON^{7}T}$ use commercial septic tank additives. These products do not help and some may hurt your system in the long run.

DON'T use your toilet as a trash can by dumping non-biodegradables including fats and greases or harmful chemicals down your toilet or drains.

This folder has been provided by Gwinnett County Department of Public Utilities Storm Water Management Division in cooperation with the Gwinnett County Board of Health, Environmental Health Section.

Important Numbers

Local Health Department:

Gwinnett County Environmental Health Section

240 Oak Street, Suite 101, Lawrenceville, GA. 30045

770-963-5132 Fax: 770-339-4282

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Installer:		
Firm/Company:		
Address:		
Telephone #:	Certification/Permit #:	
Pumper:		
Firm/Company:		
Address:		
Telephone #:	Certification/Permit #:	
Operation & Maintenance Provider:		
Firm/Company:		
Address:		
Telephone #:		