



Loudoun County Health Department
 Environmental Health
 1 Harrison Street S.E., P.O. Box 7000,
 Leesburg, VA 20177-7000 (703) 777-0234
www.loudoun.gov/eh

ONSITE SEWAGE SYSTEM ABANDONMENT REPORT

Property Owner: _____ PIN: _____

Property Address: _____ PSSD#: _____

According to Loudoun County Ordinance (LCO) 1066.14, systems that are disused, or serving structures to be connected to public sewer are to be abandoned according to procedures approved by the Health Department.

A sewage handler (County licensed septic tank cleaner per LCO 1066.04) must empty the tank(s) and transport tank contents to an approved receiving facility. NOTE: Per LCO 1066.07, licensed septic tank cleaners shall report all pump-outs in a manner acceptable to the Loudoun County Health Department (OnlineRME) by the 15th of the following month and shall provide the homeowner with a copy of the information reported.

Loudoun County Licensed Septic Tank Cleaner: _____

Components Abandoned: Septic Tank Treatment Unit Pump Chamber Distribution Box

OTHER: _____

Reason: Public Sewer Encroachment Replacement Other: _____

Select the Abandonment Method Utilized:

- 1. Pumped tank(s) – Crushed in place to prevent water ponding (top and at least one side wall collapsed) – Sufficiently limed tank walls and sewage exposed soil areas – Backfilled with clean soil & compacted in place, **-OR-**
- 2. Pumped tank(s) –Left in place – Sufficiently limed tank walls and sewage exposed soil areas – Completely filled with self-leveling inert material (flowable fill, sand, concrete, etc.), **-OR-**
- 3. Emptied tank(s) – Unearthed and removed from property and disposed of properly - Sufficiently limed sewage exposed soil areas – Filled excavation with clean soil and appropriately compacted.

Required Documents: (Must Be Attached).

- Sewage Pump-Out Receipt
- Sketch showing the location of the abandoned tank(s) {GPS Coordinates also recommended}
- Picture(s) of the abandonment

Licensed Onsite Sewage System Professional:

Certification: The referenced onsite sewage system components located at this property have been removed from service and safely, properly, and permanently abandoned according to the specifications above.

Name: _____ Signature: _____ Date: _____

Responsible Onsite Professional: OPERATOR INSTALLER OSE PE

Completed report may be submitted via mail or email: dept-health-septic_contractors@loudoun.gov

**A structural engineer should be contacted regarding construction or development over the abandoned tank(s).*