COOLBAUGH TOWNSHIP
Sewage Enforcement Officer

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SEPTIC TANK REPLACEMENT PERMIT

The following describes the procedure to obtain a permit to replace an existing septic tank:

1. If you are not the owner of record of the property for which you are applying, you will be unable to apply for a septic permit, unless you provide at least one (1) of the following:

    a. Current property deed showing that you are the property owner.
    b. Executed and valid Agreement of Sale showing that you are under contract to purchase the property.
    c. Signed, dated, and notarized affidavit (available on the Township website at https://coolbaughtwp.org/resources/forms-documents/).

2. Apply for a septic permit at https://portal.traisr.com/landing.aspx?OrganizationId=594.

3. Upon submission of the application, please also provide, or have your contractor or project consultant provide a site sketch of the property illustrating salient features of the property, including:

    a. Property lines and adjacent street(s)
    b. Existing and proposed structures, including sheds, swimming pools, decks, patios, etc.
    c. Driveway
    d. Well or approximate location of public water supply line
    e. Existing septic system components, including tank(s) and absorption area.

4. In addition to the site sketch described above, please also provide or have your contractor or project consultant provide a copy of the manufacturer's specification sheet or cut sheet for the proposed tank.

5. Upon review of the information submitted, a site inspection will be conducted prior to permit issuance. Once approved, a permit will be issued for the tank replacement.

NOTE:

A septic permit is valid for three (3) years from the date of issuance. If construction of the system and the structure to be served by the system has not commenced within three (3) years, the permit will expire, and a new permit must be obtained.