



# Clallam County Department of Health and Human Services

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## INFORMATION SHEET Decommissioning Your Septic System

State Department of Health rules (WAC 246-272A-0300) require that:

Persons permanently abandoning a septic tank, seepage pit, cesspool, or other sewage container shall:

- (a) Have the septage removed by an approved pumper;
- (b) Remove or destroy the lid; and
- (c) Fill the void with soil.

The Clallam County Environmental Health Division has the responsibility to ensure that septic system abandonment is properly done. Therefore a record of abandonment known as Septic Decommissioning Permit will need to be filed with Clallam County Environmental Health.

Follow these steps:

1. Complete a Septic Decommissioning Permit and submit to the County with the \$163.00 fee. Your permit will be processed and a copy will be emailed or mailed to you. This permit will expire in **6 months** from the approval date.
2. The existing septic tank must be pumped, crushed and filled. Submit your pumping receipt, along with any receipt for excavating services for the crushing and/or filling. You may fax your receipts to (360) 417-2313 or email to [EnviroHealth@co.clallam.wa.us](mailto:EnviroHealth@co.clallam.wa.us) . Please reference the SEP# on your decommissioning permit.
3. When the County receives your receipts your SEP Decommissioning Permit will be Finalized and a copy will be emailed or mailed to you.