

# Town of Kilmarnock

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## PRIVATE SEPTIC SYSTEM PUMP-OUT/INSPECTION PROGRAM

September 30, 2009

Dear Property Owners With Private Septic Systems,

The Town of Kilmarnock is required to implement a Septic System Pump-out/Inspection Program which requires all private septic systems to be pumped out at least every five years. This program is in accordance with Sec. 54-485 of the Kilmarnock Chesapeake Bay Preservation Ordinance as mandated by the Chesapeake Bay Local Assistance Board of the Virginia Department of Conservation and Recreation (DCR).

Since the Chesapeake Bay Preservation Ordinance applies to all land within the Town Of Kilmarnock, all properties with private septic systems are required to comply with this program. Please use the compliance and verification form below, which must be filled out and returned to the Town Hall office by **July 31, 2010**. The return of this form will serve as documentation that you have met the requirements of this program.

Additional copies of this form can be found on the Town website at [www.kilmarnockva.com](http://www.kilmarnockva.com), along with other useful information. Completed forms may be returned either by post office, hand delivered to the town office, or by fax transmittal.

Sincerely,  
Marshall A. Sebra  
Planning/Zoning Director  
[msebra@kilmarnockva.com](mailto:msebra@kilmarnockva.com)

TOWN HALL OFFICE - 514 N. MAIN ST - P.O. BOX 1357, KILMARNOCK, VA 22482  
PHONE (804) 435-1552 EXT.32 - FAX (804) 435-1587

### VERIFICATION AND COMPLIANCE FORM

PROPERTY OWNER (PRINT) \_\_\_\_\_ DATE \_\_\_\_\_ TAX MAP# \_\_\_\_\_

911 ADDRESS \_\_\_\_\_ MAILING ADDRESS \_\_\_\_\_

PHONE # \_\_\_\_\_

#### VERIFICATION

- Is there a private septic system located on your property?  
Yes \_\_\_ No \_\_\_  
*If no, stop here; sign, date, and return this form.*
- Is there more than one septic system on your property?  
Yes \_\_\_ No \_\_\_

Property Owner verification that the information provided is true:

\_\_\_\_\_  
(Signature)

#### COMPLIANCE

- Date of septic system pump-out \_\_\_\_\_  
*Attach a copy of the pump-out receipt or other form of proof.*  
As an alternative to pump-out:
- Has the septic system been inspected by a licensed sewage handler and found to be functioning properly without requiring pump-out?  
Yes \_\_\_ No \_\_\_  
*If yes, attach a copy of the inspection receipt or other form of proof.*
- Has an effluent filter been installed in the outflow from the septic tank?  
Yes \_\_\_ No \_\_\_  
*If yes, attach a copy of the installation receipt or other form of proof.*

RETURN TO: KILMARNOCK TOWN HALL - 514 N. MAIN ST - P.O. BOX 1357, KILMARNOCK, VA 22482