

# EXAMPLE CONSTRUCTION/ COVER-UP INSPECTION FORM

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Permit Number \_\_\_\_\_ Date of Inspection \_\_\_\_\_

Site Address: \_\_\_\_\_

Homeowner: \_\_\_\_\_ Township: \_\_\_\_\_

Installer: \_\_\_\_\_

Designer: \_\_\_\_\_

Weather Conditions \_\_\_\_\_ Ground Conditions \_\_\_\_\_  
Clear/ Rain/ Cloudy/ Snow Dry/ Wet/ Damp/ Frozen

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Inspection date \_\_\_\_\_  
Registered Sanitarian Signature

Reinspection Date \_\_\_\_\_  
Registered Sanitarian Signature

Reinspection Date \_\_\_\_\_  
Registered Sanitarian Signature

I certify that this household sewage treatment system has been installed per the specifications of the approved design and in compliance with Administrative Code 3701-29

Installer signature: \_\_\_\_\_  
Installer or Installers Representative Date

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## EXAMPLE CONSTRUCTION/ COVER-UP INSPECTION FORM Page 2

Complete an inspection sheet for each portion of the STS as applicable.

Y N


Primary Treatment

Dosing Tank

Subsurface Drainage

NPDES Discharging

Leaching Trenches

Sand Mound

Attach a copy of the Start Up Report for systems utilizing pressure distribution

Type: \_\_\_\_\_

drip, cont. flush,

Y N n/a


Installer is licensed in the district and present at the time of inspection.

An as built diagram has been submitted by the installer at the time of inspection.

All pictures from the inspection are attached to the form.

All portions of the system meet the required horizontal isolation distances.

### Record all applicable horizontal isolation distances

	MEASURED DISTANCE	STS Component
Dwelling	_____	_____
Other Buildings	_____	_____
Driveway	_____	_____
Property Line	_____	_____
Private Water Source	_____	_____
Public Water Source	_____	_____
Water Line	_____	_____
Body of Water	_____	_____

### NOTES


# EXAMPLE CONSTRUCTION/ COVER-UP INSPECTION FORM

## PRIMARY TREATMENT

Y N n/a


### ☐ Sewer Line

Sewer line is at least four inch schedule 40.  
 Sewer line is laid in good alignment and embedment.  
 All connections are solvent welded. (glued)  
 Clean outs are installed as required.

#### NOTES

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### ☐ SEPTIC TANK

Capacity: \_\_\_\_\_

Manufacturer/ Distributor: \_\_\_\_\_ Material: \_\_\_\_\_  
 Concrete/ Plastic/ Fiberglass

Y N n/a


Tank capacity matches the design capacity.  
 Tank is watertight and structurally sound. Means of testing: \_\_\_\_\_  
 Tank is level. manufacturer testing, field tes  
 Effluent filter is installed and accessible.  
 Outlet baffle is installed. Type of baffle: \_\_\_\_\_  
 Riser lids are secure and serviceable.  
 Risers extend above grade and are sealed.  
 Piping between components meets design specifications.

#### NOTES

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### ☐ PRETREATMENT COMPONENT

Make and Model: \_\_\_\_\_

Distributor: \_\_\_\_\_

Installer is trained to install the component. Installer Initials: \_\_\_\_  
 Manufacturers Owners Manual provided to homeowner. Installer Initials: \_\_\_\_  
 Installer has a copy of the Manufacturers Installation Manual. Installer Initials: \_\_\_\_  
 Component is installed per manufacturer specifications. Installer Initials: \_\_\_\_  
 Manufacturers Installation Checklist is complete and attached.  
 Piping between components meets design specifications.  
 The complete treatment train, needed to meet the desired standards, is installed.

#### NOTES

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Y N n/a


# EXAMPLE CONSTRUCTION/ COVER-UP INSPECTION FORM

## DOSING TANK

☐ **DOSING TANK**

Capacity: \_\_\_\_\_

Manufacturer/ Distributor: \_\_\_\_\_ Material: \_\_\_\_\_

Concrete/ Plastic/ Fiberglass

Y N n/a


Tank is level.

Tank is watertight and structurally sound. Means of testing: \_\_\_\_\_

Tank capacity matches the design capacity. manufacturer testing, field tes

Riser lids are secure and serviceable.

Risers extend above grade and are sealed.

Piping between components and connections meet design specifications.

### NOTES

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Y N n/a

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☐ **Pump**

Make/ Model: \_\_\_\_\_

Pump has been tested and meets design specifications.

Manufacturers Owners Manual provided to homeowner. Installer Initials: \_\_\_\_\_

Pump filter is in place.

Floats are installed correctly and operational.

Demand dose meets design specifications.

Pump piping, within the dosing tank, includes a quick disconnect and is accessible

### NOTES

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Y N n/a


☐ **DOSING TANK CONTROL PANEL**

Make/ Model: \_\_\_\_\_

The control panel is accessible, watertight, and operational.

Timer settings have been recorded and are attached

Timed dose meets design dose.

The alarms have been tested, and are operational.

### NOTES

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# EXAMPLE CONSTRUCTION/ COVER-UP INSPECTION FORM

## SUBSURFACE DRAINAGE

(surface and/or ground water drains)

### ☐ SUBSURFACE DRAINAGE

Material: \_\_\_\_\_

gravel, nongravel (include manufacturer)

Y N n/a

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Drainage media (pipe/ gravel, nongravel) installed in accordance with regulation a manufacturer specifications.


Drainage installed to the design depth. (note measured depths)

Outlet is free flowing. Outlet type: \_\_\_\_\_ Outlet location: \_\_\_\_\_

gravity, pumped, tile


Animal guard is installed.

Sampling port is installed, accessible, and sealed.

#### NOTES

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### ☐ SUBSURFACE DRAINAGE LIFT STATION

Tank Capacity: \_\_\_\_\_

Manufacturer/ Distributor: \_\_\_\_\_ Material: \_\_\_\_\_

Concrete/ Plastic/ Fiberglass

Y N n/a


Tank is level.

Tank is watertight and structurally sound. Means of testing: \_\_\_\_\_

Tank capacity matches the design capacity.

manufacturer testing, field tes

Riser lids are secure and serviceable.

Risers extend above grade and are sealed.

Pump has been tested and meets design specifications. Make/Model: \_\_\_\_\_

The floats are installed correctly and are operational.

Pump owners manual has been provided to the homeowner. Installer Initials: \_\_\_\_\_

#### NOTES

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Y N n/a

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### ☐ SUBSURFACE DRAINAGE LIFT STATION CONTROL PANEL

The control panel is accessible, watertight, and operational.

Make/ Model: \_\_\_\_\_

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The alarms are operational.

#### NOTES

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EXAMPLE CONSTRUCTION/ COVER-UP INSPECTION FORM  
NPDES DISCHARGE

Y	N	n/a

- ☐ **Discharging**
- System discharge to the approved outlet designated in the design.
- A copy of any required easements is attached.
- Outlet is free flowing.
- Animal guard is installed.
- Piping meets design specifications.
- OEPA NPDES permit is issued and a copy is attached

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gravel/ pipe, graveless  
include manufacturer/ supplier

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EXAMPLE CONSTRUCTION/ COVER-UP INSPECTION FORM  
SAND MOUND

Basal Area Inspection

Date: \_\_\_\_\_

Weather Conditions \_\_\_\_\_ Ground Conditions \_\_\_\_\_  
Clear/ Rain/ Cloudy/ Snow Dry/ Wet/ Damp/ Frozen

Y	N	n/a

- Trees have been cut to grade.
- Grass has been mowed.
- Excess grass and leaves have been removed.
- Basal Area has been properly scarified.
- Basal Area is on contour and meets design sizing specifications.
- Smearing did not occur during scarification.
- Pressure main installed on the uphill side and in accordance to design specifications.
- Pressure main is schedule 40.
- Pressure main size meets design specifications.
- Down slope area is free from traffic and has not been disturbed.

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# EXAMPLE CONSTRUCTION/ COVER-UP INSPECTION FORM

## SAND MOUND

### Distribution Area Inspection

Date: \_\_\_\_\_

Weather Conditions \_\_\_\_\_ Ground Conditions \_\_\_\_\_

**Y N na**

Clear/ Rain/ Cloudy/ Snow

Dry/ Wet/ Damp/ Frozen


Sand Fill is on contour and meets design sizing specifications.

Sand Fill depth meets the design specifications.

Sand fill material meets design specifications. Supplier: \_\_\_\_\_

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Distribution media is installed in accordance with regulation and/ or manufacturer specifications.

Type: \_\_\_\_\_

gravel/ graveless

include manufacturer/ s

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Distribution area is on contour and meets design sizing specifications.


Laterals meet length and spacing design specifications.

Lateral piping meets design specifications.

Lateral piping is laid in good alignment and embedment and installed level.

Orifice spacing and size meets design specifications.

Orifice shielding is installed in accordance with design specifications.

Orifices are free of debris.


Mound cover (straw/ geotextile cover) is placed over the distribution material.

Inspection ports are installed correctly.

Turn ups are installed at the end of each lateral and in accordance with the design

Down slope area is free from traffic and has not been disturbed.


The height of the baseline distal operating head has been recorded.

The recorded distal operating head is in accordance with the design specifications

### NOTES


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## Date: \_\_\_\_\_

Weather Conditions\_\_\_\_\_ Ground Conditions\_\_\_\_\_

Clear/ Rain/ Cloudy/ Snow

Dry/ Wet/ Damp/ Frozen

[illegible]

Down slope area is free from traffic and has not been disturbed.

## NOTES

[illegible]