



Ventura County Building and Safety Division  
800 S. Victoria Ave., Ventura CA 93009-1720  
TELEPHONE: 805/654-2771 or 805/582-8064  
INSPECTIONS: 805/654-2791 or 805/582-8063  
Website: [www.ventura.org/rma/build\\_safe](http://www.ventura.org/rma/build_safe)

Ventura County Environmental Health Division  
800 S. Victoria Ave., Ventura CA 93009-1730  
TELEPHONE: 805/654-2802 or 805/662-6520  
INSPECTIONS ONLY: 805/477-7136  
Website: [www.ventura.org/rma/envhealth](http://www.ventura.org/rma/envhealth)

# SEPTIC TANK ABANDONMENTS

## I. INFORMATION YOU SHOULD KNOW REGARDING SEPTIC TANK ABANDONMENTS

### A. Environmental Health Division's (EHD) Role:

1. When an existing septic tank is abandoned due to the installation of a replacement septic tank, inspection of the abandonment will be covered under the permit issued by EHD to install the replacement tank.
2. When an existing septic tank is abandoned on vacant property for safety reasons, a permit to construct (repair permit) issued by EHD must be obtained.

### B. Building and Safety Division's Role:

When a septic tank is abandoned in conjunction with connection to a public sewer, the Building and Safety Division will inspect the septic tank abandonment. In such cases, a plumbing permit issued by the Building and Safety Division must be obtained.

## II. PROCEDURES FOR ABANDONING A SEPTIC TANK, CESSPOOL, OR BRICK-LINED SEEPAGE PIT

- Step 1. Completely remove (pump out) all sewage from the septic tank, cesspool, or brick-lined seepage pit. Provide a copy of the pumping receipt to the inspector.
- Step 2. Remove or crush the top cover or arch over the septic tank, cesspool, or brick-lined seepage pit.
- Step 3. Punch a hole at least 12 inches in diameter at the bottom of the septic tank in each compartment.
- Step 4. Fill the septic tank, cesspool, or brick-lined seepage pit with clean earth, sand, gravel, concrete, or other material approved by either the Environmental Health Division or the Building and Safety Division. Do not fill above the top of the vertical portions of the sidewalls or above the level of any outlet pipe. SEE DIAGRAM BELOW
- Step 5. When filling with earth or sand, jet and compact the material to prevent settling.
- Step 6. Inspections: If you are installing a new tank, call EHD at 805/477-7136, 24 hours in advance, for an inspection. If you are connecting to a public sewer system, call the Building and Safety Division at 805-654-2791 to schedule an abandonment and sewer connection inspection.
- Step 7. Fill to grade level only after approval from the EHD or Building and Safety inspector is received.

