

YAVAPAI COUNTY

Development Services

Prescott - (928) 771-3214 Fax: (928) 771-3432
Cottonwood - (928) 639-8151 Fax: (928) 639-8153



Flood Control District

Prescott - (928) 771-3197 Fax: (928) 771-3427
Cottonwood - (928) 639-8151 Fax: (928) 639-8118

500 S. Marina Street, Prescott, AZ 86303 and 10 S. 6th Street, Cottonwood, AZ 86326

Addressing – Building Safety – Customer Service & Permitting – Environmental – Flood Control District – Land Use – Planning & Design Review

The steps that need to be taken to abandon an existing septic system area as follows:

- The tank must be pumped by a licensed septic pumper.
- Disconnect and remove any electrical items (pumps, blowers, etc).
- Punch a hole in the bottom of the tank, fill the tank with dirt, and regrade the surface.
- Cut the pipe from the building (if there is one) to the tank and cap or connect to a public sewer system.
- Send a note to the Environmental Unit indicating the parcel number and that the system has been abandoned and where the sewage is going now (No building on the property, connected to a new septic system-permit number _____, connected to a public sewer system, etc.).

Arizona Administrative Code R18-9-A309D

Closure requirements. A person who permanently discontinues use of an on-site wastewater treatment facility or a cesspool, or is ordered by the Director to close an abandoned facility, shall:

1. Remove all sewage from the facility and dispose of the sewage in a lawful manner;
2. Disconnect and remove electrical and mechanical components;
3. Remove or collapse the top of any tank or containment structure.
 - a. Punch a hole in the bottom of the tank or containment structure if the bottom is below the seasonal high groundwater table;
 - b. Fill the tank or containment structure or any cavity resulting from its removal with earth, sand, gravel, concrete, or other approved material; and
 - c. Regrade the surface to provide drainage away from the closed area;
4. Cut and plug both ends of the abandoned sewer drain pipe between the building and the on-site wastewater treatment facility not more than 5 feet outside the building foundation if practical, or cut and plug as close to each end as possible; and
5. Notify the Department within 30 days of closure.