



Dodge County

Land Resources and Parks Department

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Procedures for Temporary holding tank requests because of wet weather

The following procedure will be used by the County for requests for the use of a septic tank as a temporary holding tanks to serve structures that are ready for occupancy, but soil moisture conditions preclude the installation of the mound/at-grade/in-ground POWTS component.

1. A sanitary permit must have been issued by the County for the proposed POWTS.
 - Under this permit, the property owner, via their plumber, may request that the tank portion of the approved POWTS permit be installed and converted into a temporary holding tank system.
2. The plumber shall submit plans to the County with a request to allow the conversion of the septic and/or pump chamber tank to a temporary holding tank.
 - The plans must include details on how the tank(s) will be converted into temporary holding tanks such as access covers brought above grade, locking provisions for the access covers, high water alarms, and plugging of the outlet openings.
 - A valid servicing contract shall be submitted with the plans.
 - A valid Emergency holding tank agreement shall be submitted with the plans. The emergency holding tank agreement shall stipulate a date by which the originally approved POWTS will be completed.

Please Note: If the sanitary permit will expire prior to the potential installation of the soil-based POWTS, the plumber will need to renew the permit prior to its expiration date.

No additional sanitary permit fee will be charged by the County for the conversion of the septic tank and/or pump chamber into a temporary holding tank, however, if the permit needs to be renewed, the normal permit renewal fee will apply.

If you have any questions, please feel free to call our office.

Sincerely,

Joseph Giebel
Manager – Code Administration
Dodge County Land Resources and Parks Department
(920) 386-3711

EMERGENCY HOLDING TANK AGREEMENT

This agreement is made and entered into this _____ day of _____, by and between,

Date Month, Year

Dodge County (the governmental unit) and _____, hereinafter called the "owner".

Owner's Name

We hereby acknowledge a request is being made by the owner to allow the temporary conversion of the septic tank and/or pump chamber authorized under Sanitary Permit # _____ into a temporary holding tank system on an emergency basis prior to the installation of the (Mound/At-Grade/In-Ground) component on the following property. The temporary conversion of the tanks is necessary because the (Mound/At-Grade/In-Ground) component cannot be completely installed at this time due to wet soil moisture conditions.

Parcel Identification Number _____

_____ 1/4, _____ 1/4, Section _____, Town of _____, T__N, R__E, Dodge County, Wisconsin

the site address being _____.

Therefore, as an inducement to the County of Dodge to permit the conversion of the septic tank and/or pump chamber tanks into a temporary holding tank on an emergency basis, we hereby agree to do the following:

1. The owner agrees to contract with a licensed service provider (per NR 113, Wisconsin Administrative Code) to have the temporary holding tank properly serviced and to file a copy of the servicing contract with the Dodge County Land Resources and Parks Department prior to the approval of this agreement.
2. The owner agrees to have the (Mound/At-Grade/In-Ground) component installed by _____.
3. The owner agrees the present situation with respect to the wet soil conditions has diminished the ability to install a soil-based POWTS at this time which requires an immediate remedy.
4. This agreement shall be binding upon the owner, the owner's heirs and the assignees of the owner.

Owner(s) Name - Please Print	Owner(s) Name - Please Print	Subscribed and sworn before me on this date:
Owner Signature:	Owner Signature:	Notary Public
		My commission expires:

	Governmental Unit Official Name	Subscribed and sworn before me on this date:
	Governmental Unit Official Title:	Notary Public
	Governmental Unit Official Signature	My commission expires: