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Subject: Septic System Maintenance Program



HANOVER COURTHOUSE

## HANOVER COUNTY

ESTABLISHED IN 1720

**DEPARTMENT OF PUBLIC WORKS**  
**J. MICHAEL FLAGG, P.E., DIRECTOR**  
**W.R. HARDMAN, III, P.E., DEPUTY DIRECTOR**

PO Box 470  
7516 COUNTY COMPLEX ROAD  
HANOVER, VIRGINIA 23069

PHONE: 804-365-6181  
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**CECIL R. HARRIS, JR.**  
COUNTY ADMINISTRATOR

**FRANK W. HARKSEN, JR.**  
DEPUTY COUNTY ADMINISTRATOR

Dear Hanover Resident:

To protect the streams and rivers of Hanover County and the Chesapeake Bay, Hanover County responded to a State law and in 1992 adopted an ordinance requiring that septic tanks located in Chesapeake Bay Preservation Areas (CBPA's), which include Resource Protection Areas (RPA's) and Resource Management Areas (RMA's), be pumped-out at least once every five years. As an alternative to the mandatory pump out, residents can have a sewage handler inspect the system and certify it does not need to be pumped. Additionally, there are some plastic filter installation alternatives. Most residents have elected to have the systems pumped to date. The State is now requiring that the County monitor compliance with these requirements.

We are providing notice to all septic tank owners as part of a Countywide septic tank pump out program. We ask residents to inform us if they have had their septic tank pumped during the last five years, inspected by a certified sewage handler or that the drainfield is not located in a CBPA. Pumping your septic system is not mandatory if you are outside of a CBPA; however, current and prevailing science suggests that pumping and/or regular inspections of your septic system is a useful maintenance activity and extends the life of your system. Please refer to the enclosed information brochure and frequently asked questions for more information.

To inform us that you've had your septic tank pumped within the last five years or that your drainfield is not located within a CBPA, please fill out the bottom portion of this letter and mail to the above address. You can also call us at (804) 365-6181 or email us at [septic@co.hanover.va.us](mailto:septic@co.hanover.va.us). If you are in a CBPA area and you have not had your septic tank pumped or inspected within the last five years please contact a licensed septic hauler and schedule an appointment at your earliest convenience. If you need assistance in determining if your septic tank is located in a CBPA, please contact the Department of Public Works. To facilitate the determination, please provide us with your address, location description of your septic system relative to the property boundaries and approximate distances. If your drainfield is not in a CBPA and you would like to remain in the program to receive reminder notices to conduct five year maintenance of your system, please provide the information below and you will continue to receive reminders. Residents whose drainfields are not in CBPA's and request to be removed from the program will not receive reminders.

We appreciate your assistance and would like to remind you that in addition to protecting the environment, regular maintenance of your septic tank will extend the life of your system and may lead to lower long term costs. Questions regarding this program can be directed to the Department of Public Works at (804) 365-6181.

Sincerely,  
Hanover County Department of Public Works

Is there a septic tank on the property? \_\_\_\_\_ **YES** \_\_\_\_\_ **NO** (If **NO** Stop and return form)

- Is the septic tank located in a Chesapeake Bay Preservation Area? \_\_\_\_\_ **YES** \_\_\_\_\_ **NO** \_\_\_\_\_ **NOT SURE** (Please provide me with additional information about the location of my septic tank \_\_\_\_\_ )
- If **NO** would you like to still receive reminder notices every five years? \_\_\_\_\_ **YES** \_\_\_\_\_ **NO**
- Date septic tank was pumped-out \_\_\_\_\_, or if not pumped-out, date your septic tank was inspected by a licensed sewage handler and determined not to need pump-out \_\_\_\_\_.

Name:
Address:
Phone #:

*I verify this information to be correct:*

Signature

Date