

(10/2017)

SEPTIC MAINTAINANCE PROGRAM
(septic management plan component)
WASTEWATER MANAGEMENT PLANS (WMP)

_____ **County Municipality of:** _____ **Date:** _____

SEPTIC MANAGEMENT PLAN REQUIRES 3 SECTIONS

as described below, your municipality may not have answers to all questions, please complete as best able:

I. Current Inventory of ISSDS (owners/users);

Described on the following pages...

II. Current Practices (that promote ISSDS care and maintenance); and,

Described on the following pages...

III. Describe planned improvements to above Current Practices
and the municipalities plan to complete Inventory over the 10-year WMP planning period.

Described on the following pages...

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On the following pages are requests for information as to the approaches the municipality will take to improve or create a septic maintenance program. Please offer discussion in each section that applies. Some information requested may not be available currently at the municipal level.

1 Current ISSDS (septic system) Inventory:

Provide Data Report (narrative & property/ISSDS data) on ISSDSs for which records are currently maintained, i.e., begin inventory with all existing-to-date records for newly constructed, modified or repaired ISSDSs that required a permit from the Health Dept. The following fields should also be included if the information is available:

- Name & address of person responsible for the ISSDS maintenance;
- Street address/location of ISSDS
- Date ISSDS installed or approximate age of system;
- Type of ISSDS;
- Date/description of last known permitted activity via Health Department (installation, alteration, repair);
- Date of last inspection or pump-out.

Other fields such as name of inspector, name of pump-out provider, date of last notification sent from Health Dept. or Municipality (as applicable), are examples of other optional fields that may prove useful if available.

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2 Current Septic Management Practices:

Provide narrative of the current activity underway in your municipalities that helps to support the proper functioning of ISSDs—both including AND separate from the triennial requirements of N.J.A.C. 7:9A-3.14. The narrative will include a discussion of how each municipality implements septic system maintenance/management, with a specific focus on the activities outlined below:

(Note: All activities outlined below may not be applicable to the current practices in each municipality.)

- Identify areas (as applicable) that have a history of failing ISSDs or exhibit other indications that the area is prone to failing ISSDs that are “aging out” and showing signs of failure or improper maintenance (e.g., complaints to Health Dept. or from residents speaking out at town meetings);

- Narrative for Permitting Process for ISSDs—provide general summary and (as applicable) other relevant information, such as if there are options for alternative systems that utilize “Green” technologies or are those prohibited and why?

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- Response Actions to Complaints—provide general summary

- Remedial Actions Required for Failing ISSDs—provide general summary

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- Reporting to DEP—provide general summary

3 Proposed Improvements to Current Septic Management Practices and Plan to Complete Inventory:

Provide a description of activities that will be evaluated and/or implemented over the next 10-year WMP planning period, that will improve the current municipal practices listed above associated with septic management. Examples of the types of activities being sought include:

- How will existing but yet unaccounted-for ISSDs be added to the initial/partial inventory—for example, those noted during past realty transfers, CO Inspections, tax records for non-sewer areas, etc.

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- Additional educational opportunities to share information with system owners on septic maintenance (e.g., classroom presentations or to civic groups such as Lions Club, Women’s Clubs, or partnering with Environmental Commissions/ Advisory Councils/Watershed Ambassadors, etc.).

- Include an estimated timeframe and/or system of “Milestones” to chart progress, e.g., estimate total number of ISSDs per municipality (provided to Health Depts. pursuant to N.J.A.C. 7:9A-3.15) and commit to populating the Inventory for a certain percentage of them over a pre-determined time-period, or dividing non-sewer areas into geographical “sections” to be completed on a pre-determined timeframe, etc.

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ADDITIONAL COMMENTS IF ANY;