



## PIMA COUNTY DEPARTMENT OF ENVIRONMENTAL QUALITY

### CLOSURE NOTIFICATION OF AN ON-SITE WASTEWATER TREATMENT FACILITY (SEPTIC SYSTEM OR CESSPOOL)

GENERAL PERMITS 4.02 – 4.23  
Arizona Administrative Code R18-9-A309

Property Address: \_\_\_\_\_

Pima County Activity Number (if available): \_\_\_\_\_

Parcel No.: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

#### Closure Requirements

Indicate how the on-site wastewater treatment facility was closed by checking the applicable boxes below:

- |  |  |
|--|--|
| 1) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | Removed all sewage from the facility and disposed of the sewage in a lawful manner;  |
| 2) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | Disconnected and removed electrical and mechanical components;   |
| 3) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | Removed or collapsed the top of any tank or containment structure;   |
| 4) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | Punched a hole in the bottom of the tank or containment structure if the bottom is below the seasonal high groundwater table;  |
| 5) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | Filled the tank or containment structure or any cavity resulting from its removal with earth, sand, gravel, concrete, or other approved material;  |
| 6) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | Regraded the surface to provide drainage away from the closed area;  |
| 7) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | Cut and plugged 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 plugged as close to each end as possible; and |
| 8) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | Notified the Department by submitting this form within 30 days of closure.   |

Email this form to [BuildingSafetyAdmin@pima.gov](mailto:BuildingSafetyAdmin@pima.gov)

**\*Required Field**

\*I certify by signing below that, to the best of my knowledge, the above information is accurate and true.

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Uki pcwtg< \_\_\_\_\_ Date \_\_\_\_\_

**Prohibited Acts by County and Employees  
Arizona Revised Statutes § 11-1604**

- A. A county shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule, ordinance or delegation agreement. A general grant authority does not constitute a basis for imposing a licensing requirement or condition unless the authority specifically authorizes the requirement or condition.**
- B. Unless specifically authorized, a county shall avoid duplication of other laws that do not enhance regulatory clarity and shall avoid dual permitting to the maximum extent practicable.**
- C. This section does not prohibit county flexibility to issue licenses or adopt ordinances or codes.**
- D. A county shall not request or initiate discussions with a person about waiving that person's rights.**
- E. This section may be enforced in a private civil action and relief may be awarded against a county. The court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in an action against a county for a violation of this section.**
- F. A county employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissal pursuant to the county's adopted personnel policy.**
- G. This section does not abrogate the immunity provided by section 12-820.01 or 12-820.02.**