



Instructions for Compliance Inspection Form

Existing Subsurface Sewage Treatment Systems (SSTS)

The Minnesota Pollution Control Agency (MPCA) *Compliance Inspection Form* must be completed for all compliance inspections of existing Subsurface Sewage Treatment Systems (SSTS). The Inspector conducting the inspection must submit the completed form to the Local Unit of Government (LUG) within 15 days of the date of the inspection.

The final determination of compliance is indicated on the first page. Pages two and three are supporting sections containing the information used to make the compliance status determination. Inspectors are to initial and date each section to indicate all steps were completed. Additional local forms may also be required in local ordinance; attach any local or additional form(s) as necessary.

Minn. R. 7083.2020, subp. 1 A-G authorizes MPCA to take enforcement actions against a SSTS business license. Therefore, it is important for SSTS Inspectors to thoroughly document their compliance determination decisions and the processes used to make the compliance determination.

System Status - Page 1

System status – The system is Compliant or Noncompliant based on the documentation in the supporting compliance pages. The compliance status must be recorded on this page. If Noncompliant, indicate all the reasons by checking the appropriate subset box.

Local tracking purposes – LUGs can insert local tracking information if applicable.

Property information – Can be obtained from LUG records or owner testimony.

Reason for inspection – Common responses are Property Transfer, Building Permit, etc.

Certification – Compliance must be determined by an Inspector for Type I, II, or III systems with design flows $\leq 2,500$ gallons per day (gpd); or an Advanced Inspector for all types of systems with design flows $> 2,500$ gpd. Individual Certification and Business License Numbers must be correctly entered.

Necessary or locally required attachments – Indicate which are included. LUGs may have additional required forms; Inspectors may have additional forms they routinely use.

1. Impact on Public Health - Page 2

Purpose and intent – Indicates if the system is an Imminent Threat to Public Health and Safety.

Verification method(s) – Indicate all methods used. 'Unable to verify' is for special circumstances, such as a tank with no access buried under a driveway, or all practical means to locate a drainfield have been exhausted. If 'Unable to verify' is indicated, the reasons must be thoroughly explained.

2. Tank Integrity- Page 2

Purpose and intent – Indicates if the tanks are watertight below the designed operating depth.

Verification method(s) – Indicate all methods used. 'Unable to verify' is for special circumstances, such as a tank with no access buried under a driveway, or all practical means to locate a tank have been exhausted. If 'Unable to verify' is indicated, the reasons must be thoroughly explained. Licensed SSTS Maintainers may complete and submit the MPCA *Tank Integrity Form* to the LUG to document tank maintenance prior to a compliance inspection.

Compliance criteria – Seepage pits *may* be allowed by local ordinance; if so and they meet the requirements of Minn. R. 7080.2550 they may be compliant.

3. Other Compliance Conditions - Page 2

Purpose and intent – Indicates additional conditions where a sewage tank, electrical hazards, or other conditions exist that would impact public health or safety or be non-protective of groundwater.

Verification method(s) – Indicate all methods used. 'Unknown' is for special circumstances such as inspector is unable to locate that portion of the system. If 'Unknown' is indicated, the reasons must be thoroughly explained.

The section "System is non-protective of ground water for other conditions determined by inspector" allows a determination outside of the obvious non-protective conditions (separation distance, leaky sewage tanks, etc...). These conditions could include a system covered by an impermeable surface.

4. Soil Separation - Page 3

Purpose and intent – Indicates if the drainfield component of the system meets the required vertical separation distance to the periodically saturated soil or bedrock.

Verification method(s) – Indicate all methods used. 'Unable to verify' is for special circumstances, such as a drainfield buried under a driveway, or all practical means to locate a drainfield have been exhausted. If 'Unable to verify' is indicated, the reasons must be thoroughly explained.

The vertical separation must be determined, and the soil boring log(s) must be attached to the form. Verification can be determined by:

- A. A new soil boring (does not need verification by another inspector for an existing system).
- B. Previous borings by two independent certified individuals (one can be the original design borings).

Compliance criteria – LUG ordinance may allow a 15 percent reduction in separation distance:

System Type	Example	Required Separation if no 15% Reduction	Required Separation if LUG has 15% Reduction
Systems built prior to April 1, 1996, and not located in Shoreland or Wellhead Protection Area or not serving a Food, Beverage or Lodging Establishment	Septic tank with trench system, installed before April 1, 1996, not near a lake or stream	24 inches	Not applicable
Non-performance systems built April 1, 1996, or later or for non-performance systems located in Shoreland or Wellhead Protection Areas or Serving a Food, Beverage, or Lodging Establishment	Septic tank with a trench system installed after April 1, 1996, within a Minnesota Department of Natural Resources (DNR) Shoreland Area, Or Septic tank with trench system not in a DNR Shoreland Area	36 inches	31 inches
For reduced separation distance systems (i.e., "performance" systems under old 7080.0179 or Type IV or V system under new Minn. R. 7080. 2350 or 7080.2400)	Septic tank with advanced treatment to a trench system	Per System Design	Not applicable

2008/2011 Minnesota Rule requirements for sandy/gravelly soil distribution and rock fragment criteria:

For SSTS constructed prior to local adoption of these new requirements, the existing system compliance inspection criteria remain unchanged. For SSTS constructed after local adoption of these new requirements, concerns with these soil textures will be addressed during the design and construction inspection phases of the SSTS construction.

5. Operating Permit and Nitrogen BMP - Page 3

Purpose and intent – Indicates if the system is in compliance with its operating permit requirements; or if any required nitrogen Best Management Practice (BMP) is in place and properly operating.

Compliance criteria:

- A. The Operating Permit compliance can be determined by comparing operating permit requirements with reported results.
- B. The BMP compliance can be determined using a visual evaluation if the BMP is still present and whether it appears to be properly functioning at the time of inspection.