



GRAYS HARBOR COUNTY
DEPARTMENT OF PUBLIC SERVICES
ENVIRONMENTAL HEALTH DIVISION

100 W Broadway Suite 31
Montesano, WA 98563
360-249-4413
360-249-3203 fax
www.co.grays-harbor.wa.us

INSTRUCTIONS FOR LOAN INSPECTION REPORT REQUEST

A Report Regarding Status Of Private Sewage Disposal System And/Or Bacteriological Quality Of Domestic Water Supply

- FEES:
- Septic Inspection report only \$236
 - Water Supply report only \$116
 - Both Septic and Water reports \$258
 - Septic or Water Re-inspection \$ 66
 - Lab fee \$ 22

1. Application must be filled out entirely. If not completed the application will be returned. As much information as possible, i.e., drainfield location and previous owners, will speed up the process. Your parcel number must be on the application. If located in a subdivision, indicate the plat name, lot, block, and/or division number. (This information may be found on your property tax statement or by calling the Grays Harbor County Assessor's Office.)
2. The inspection will generate a report, not an approval or disapproval of the system, unless the system is physically failing. Houses not occupied for the previous 60 days or longer may not be evaluated as to functional status.
3. If the inspection reveals a failing system, it must be repaired per Grays Harbor County Ordinance #204 relating to on-site sewage.
4. **The site must be properly prepared prior to inspection.** The septic tank must be uncovered - inspection ports exposed for determining the condition of the sanitation tees or baffles (both inlet and outlet). The tank may need pumping after the inspection. If no permit is on file and you wish the system to be verified, the entire tank, D-box or tee and end of drainlines will need to be exposed for inspection.
5. If you need a water quality report in addition to the sewage report, allow an additional three to four days for completion of the lab analysis. If the water supply is a spring or shallow dug well, it will need protection and treatment before we can approve the supply. Please indicate on the reverse side of this page the location of the well in reference to your residence.
6. In terms of revising comments on an application after needed changes have been made, a new application will be required along with a \$66 re-inspection fee. **If the site is not properly prepared when indicated as such, and an inspection is attempted, a \$66 re-inspection fee will be charged.**
7. Completed reports will be returned to the applicant unless otherwise indicated. Please use complete addresses. *The site will be evaluated as soon as possible. The amount of time to process your application will vary with the workload of this office. Your patience is appreciated.*

Site Is Properly Prepared Applicant Will Call When Ready Date _____

By the presence of my signature I affirm that I have read and understand all of the above.

Name _____ Signature _____



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Property Address _____

Parcel # _____ Subdivision _____ Div ___ Lot ___ Blk ___

Occupant Name _____ Telephone # _____

Property Owner _____ Number of Units _____

Is the property occupied year round? Yes No If no, last date of occupancy _____

Number of bedrooms per unit _____ Water Supply: Individual 2-Party Public(Name) _____

Year house was built _____ Name of original owner _____

Do all plumbing fixtures, including laundry, drain into the septic system? Yes No

Date the septic tank was last pumped _____ (Please provide receipt if pumped within past 3 years.)

Are there any hazards on the property about which the inspector should be advised? (dogs, alarms, etc.)

Directions to the site _____

REPORT(S) WILL BE MAILED TO:

- Applicant
 Lending Institution Name _____ Address _____
 Other Name _____ Address _____

BY SIGNING THIS FORM, THE APPLICANT CERTIFIES THAT the inspector is authorized to visit the property and the occupant, if any, has been notified of this request.

The appropriate fee for this inspection is due at application. Checks or money orders should be made payable to Grays Harbor County.

Applicant is the Authorized Agent Potential Buyer Property Owner

Applicant Name _____ Date _____

Applicant Address _____ Telephone _____

Applicant Signature _____

