



ONTARIO COUNTY

SOIL & WATER CONSERVATION DISTRICT

480 North Main – Canandaigua – New York – 14424

585-396-1450 ontswcd.com

MEMORANDUM

TO:

FROM: Tad Gerace - Conservation District Technician

RE: Onsite Wastewater Treatment System Inspection Request for:

You have requested that **Ontario County SWCD** inspect the onsite wastewater treatment system serving the above-referenced property. In order for our inspector to do the best possible job, it would be helpful to have some basic knowledge about the site prior to scheduling the inspection. We need information about the property, the treatment system, and the current or most recent occupants, and would also like to confirm access to the property and dwelling, and that your pre-inspection preparations will be done.

Attached you will find a **System Inspection Request Form**, which must be completed, signed, and returned to this office prior to scheduling. Provide information on the location of any underground utilities and/or structures on the property. It can be dangerous to both inspectors and utilities if proper information is not provided prior to the inspection.

Following the inspection, you will receive a System Inspection Findings Report, detailing the results of the inspection. Both the form and the checklist are standardized, used by those who have completed specialized training and are registered by the New York Onsite Wastewater Treatment Training Network (OTN) as inspectors.

The fee for this service is \$175.00 per system and must be paid by check to “**Ontario County SWCD**” prior to the release of the report. An additional fee of \$100.00 may be required if the inspector must hand dig in excess during the inspection. There is a re-inspection fee of \$100.00.