

ADMINISTRATIVE ORDER # 2019-2

On-lot Sewage Disposal Systems

1) Purpose:

The purpose of this Administrative Order is to clarify the requirements of the PA Department of Environmental Protection (DEP), PA Septage Management Association (PSMA/NOF) and Manheim Township's policy for structures served by on-lot, private sewage disposal systems.

2) Justification:

In order to insure the proper operation of existing on-lot, private sewage disposal systems in Manheim Township, the following program has been developed.

3) When Required:

A PSMA Certified Inspection Report is required for existing on-lot system(s) prior to the issuance of any residential and non-residential building permit and/or prior to the issuance of a Certificate of Use and Occupancy (CUO) for an Existing Structure as required by [Administrative Order #2017-2](#).

4) Requirements:

1. The owner of the property shall be responsible for obtaining an inspection of the on-lot private sewage disposal system.
2. The on-lot sewage system inspection shall be performed by a Pennsylvania Septage Management Association (PSMA) certified inspector. A copy of the inspector's current PSMA certification/license is to be submitted along with the Certified Inspection Report.
3. The PSMA Certified Inspection Report shall be submitted to the Manheim Township Department of Code Compliance. On-lot System Inspection Reports shall be performed within one (1) year from date of CUO inspection or one (1) year from date of permit application unless the system is showing visible signs of failure in which case a new report will be needed.
4. Should the inspection of the on-lot sewage system reveal that the system is not operating satisfactorily; the owner shall repair the system according to the following options:
 - a. Minor repairs to the on-lot disposal system are to be inspected and approved by the Township Sewage Enforcement Officer (SEO).
 - b. Major repairs or replacement may require an on-lot sewage system permit issued by the Township SEO. All repairs and/or replacement of on-lot systems or system components are to be inspected and approved by the Township SEO.
5. **Certificates of Use and Occupancy will not be issued without a satisfactory PSMA Certified Inspection Report or evidence of on-lot system repair by the Township SEO.**
6. On-lot System Permit requirements are outlined in Ordinance 2014-17.
7. For building permit submittals that will result in increased sewage flow, on-lot system certification is to include evidence that the system is adequately sized to accommodate added bedrooms and/or added flow.

* This Administrative Order replaces Administrative Order #2012-1

Issued By: 

Andrew S. Bowman, Director of Code Compliance

Effective Date: 4/29/19