



## Statement of Existing *(This is not a Permit)*

The “Statement of Existing” is used when an on-site wastewater treatment system (OWTS) permit does not exist for a structure. An evaluation of the unpermitted OWTS is required to determine if the existing OWTS is failing or complies with the current OWTS regulations.

**Note: Existing commercial septic systems must be evaluated by a Colorado Registered Professional Engineer and the evaluation report must be stamped by the engineer. Department evaluation fees do not apply; however, permit fees apply.**

**There are three tiers for completing an on-site wastewater treatment system evaluation:**

**Tier 1: Pass/Fail** – evaluation for visible signs of failure only. The following are required:

- Septic tank pump receipt and tank inspection report completed within last 2 years. Septic tank construction and size in gallons. **Keep tank lids exposed and open tank lids for inspection by the Department.**
- If known, field size in square feet and field type (bed or trench), along with a sketch or diagram of the system, including its location and dimensions.
- **Fee = \$200** for existing OWTS evaluation and \$25 for Statement of Existing
- **The Department will issue a pass/fail letter based on the evaluation results. If OWTS is failing, the system must be brought into compliance with current regulations. A repair permit and permit fee are required.**

**Tier 2: OWTS Sizing and Capacity Evaluation - No Permit Issued.** The following are required:

- Septic tank pump receipt and tank inspection report completed within last 2 years. Septic tank construction and size in gallons.
- Field size in square feet and field type (bed or trench), along with a sketch or diagram of the system, including its location and dimensions. Show setback
- distances from system components to pertinent physical features as required by the current Weld County OWTS Regulations.
- Soils evaluation (percolation tests and soil profile/test pit).
- System must be exposed for verification of construction, location and size (tank lids opened, distribution box, 4 corners of bed, each end of trenches).
- **Fee = \$200** for existing OWTS evaluation and \$25 for Statement of Existing
- **The Department will issue a letter of capacity adequacy based on the evaluation results. If OWTS is failing, the system must be brought into compliance with current regulations. A repair permit and permit fee are required.**

**Tier 3: OWTS Sizing and Capacity Evaluation - Permit Issued.** The following are required:

- Septic tank pump receipt and tank inspection report completed within last 2 years. Septic tank construction and size in gallons.
- Field size in square feet and field type (bed or trench), along with a sketch or diagram of the system, including its dimensions and location. Show setback distances from system components to pertinent physical features as required by the current Weld County OWTS Regulations.
- Soils evaluation (percolation tests and soil profile/test pit).
- System must be exposed for verification of construction, location and size (tank lids opened, distribution box, 4 corners of bed, each end of trenches).
- **Fee = \$1100** for existing residential and \$1200 for existing commercial OWTS permit.
- **The Department will issue a permit for the OWTS. If OWTS is failing or is inadequate, the system must be brought into compliance with current regulations. Additional fee is not required for upgrading the system to current regulations.**

All current Weld County On-site Wastewater Treatment System Regulations apply.



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SE # \_\_\_\_\_  
REPAIR # \_\_\_\_\_  
LOAN # \_\_\_\_\_  
ISDS # \_\_\_\_\_

**STATEMENT OF EXISTING FOR SEPTIC SYSTEM**  
**THIS DOCUMENT IS NOT A SEPTIC PERMIT**

PARCEL# \_\_\_\_\_

PROPERTY OWNER \_\_\_\_\_ PHONE NO. (\_\_\_\_) \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

SITE/LOCATION ADDRESS \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

LEGAL DESCRIPTION: PT \_\_\_\_\_ SECTION \_\_\_\_\_ TOWNSHIP \_\_\_\_\_ RANGE \_\_\_\_\_  
SUBDIVISION \_\_\_\_\_ LOT \_\_\_\_\_ BLOCK \_\_\_\_\_ FILING \_\_\_\_\_  
LOT SIZE/ACRES \_\_\_\_\_

COMMERCIAL: YES / NO RESIDENTIAL: YES / NO  
DESCRIPTION OF BUILDING AND YEAR BUILT (ex. house, mobile/modular home, shop, office): \_\_\_\_\_

NUMBER OF PERSONS \_\_\_\_\_ NUMBER OF BEDROOMS \_\_\_\_\_  
BATHROOMS FULL \_\_\_\_\_ 3/4 \_\_\_\_\_ 1/2 \_\_\_\_\_

WATER SUPPLY: PUBLIC YES / NO WATER DISTRICT NAME \_\_\_\_\_  
PRIVATE YES / NO WELL YES / NO CISTERN YES / NO Permit# \_\_\_\_\_

Circle which applies: TIER 1 \_\_\_\_\_ TIER 2 \_\_\_\_\_ TIER 3 \_\_\_\_\_  
SYSTEM SIZE AND CONSTRUCTION:  
SEPTIC TANK: Septic tank material is constructed of \_\_\_\_\_ and has \_\_\_\_\_ gallons capacity.  
FIELD: Trench \_\_\_\_\_ square feet or Bed \_\_\_\_\_ square feet YEAR INSTALLED \_\_\_\_\_

Provide a drawing indicating dimensions and location of the existing septic system, including distances from property lines, easements, dwelling, other lot improvements, water line, water well, surface water features such as ponds, irrigation ditches, etc.

The undersigned property owner hereby certifies that the above described septic system is in fact installed, as described, and exists at this time on the parcel identified by the above legal description.

I further understand that any falsification or misrepresentation may result in invalid results in determining compliance with current regulations based upon this information hereby submitted and in legal action for perjury as provided by law.

DATE \_\_\_\_\_ OWNER SIGNATURE \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_,

by \_\_\_\_\_  
Witness my hand and official seal. My commission expires: \_\_\_\_\_

DATE \_\_\_\_\_ NOTARY PUBLIC \_\_\_\_\_

STATEMENT OF EXISTING ACCEPTED BY \_\_\_\_\_  
OFFICE TECHNICIAN DATE



# Weld County Health Dept. System Cleaners Checklist



Company Name: \_\_\_\_\_ Phone number: \_\_\_\_\_

System Cleaner License No.: \_\_\_\_\_

Customer Name: \_\_\_\_\_

Address of Pumping: \_\_\_\_\_

Pumping Date: \_\_\_\_\_

1. Tank Size: \_\_\_\_\_ Gallons Pumped: \_\_\_\_\_
2. Lift Station: Yes \_\_\_ No \_\_\_ If yes, functioning: Yes \_\_\_ No \_\_\_  
Pump Alarm: Yes \_\_\_ No \_\_\_ If yes, functioning: Yes \_\_\_ No \_\_\_
3. Excessive water running back into tank from field? Yes \_\_\_ No \_\_\_  
If yes, estimate in gallons: \_\_\_\_\_
4. Liquid level in tank over inlet line? Yes \_\_\_ No \_\_\_
5. Tank Construction (check one)  
Concrete \_\_\_ Metal \_\_\_ Brick \_\_\_ Plastic or Fiberglass \_\_\_  
Cesspool or Seepage Pit \_\_\_ Other \_\_\_\_\_
6. Tank Construction Observed: One Compartment \_\_\_ Two Compartment \_\_\_
7. Inlet/outlet tees and/or baffles in good condition? Yes \_\_\_ No \_\_\_
8. Filter on outlet cleaned and inspected (if applicable)? Yes \_\_\_ No \_\_\_
9. Access to clean-out lids within 8 inches of grade?  
Inlet: Yes \_\_\_ No \_\_\_ Outlet: Yes \_\_\_ No \_\_\_
10. 20 ml. plastic replaced and sealed over tank lid (flood plain only)? Yes \_\_\_ No \_\_\_
11. Tank structurally sound and water tight? Yes \_\_\_ No \_\_\_
12. Access lids structurally sound and water tight? Yes \_\_\_ No \_\_\_
13. Obvious cracks/leaks observed? Yes \_\_\_ No \_\_\_  
If yes, explain area: \_\_\_\_\_
14. Other conditions noted which may affect proper functioning of system?  
\_\_\_\_\_  
\_\_\_\_\_
15. Reason for Service:  
Maintenance \_\_\_ Real Estate Sale \_\_\_ Emergency/Backup \_\_\_ Other \_\_\_\_\_