



ST. TAMMANY PARISH

MICHAEL B. COOPER
PARISH PRESIDENT

DATE: _____

FEE: \$100.00

Property Information:

Street Address: _____ Lot #: _____

City: _____ Zip code: _____ Subdivision: _____

Residential Mobile Home Commercial Name of Business _____

Is an appointment needed to access property? Yes No

Directions to Property: _____

Description of Property (color, identifiable landmarks, etc.): Must be completed

Approximate Location of System: _____

Last Date System Pumped: _____ Is there a Garbage Disposal? Yes No

Is the property vacant? Yes No If yes, how long? _____

Who is your electrical provider? _____ Is the electricity connected? Yes No

Contact Person: _____ You are the: Owner Renter Realtor Other

Owner/Other party that you authorize to submit and/or receive information regarding inspection:

Mailing Address: _____

Phone No. _____ Cell No. _____ Fax No. _____

***If connecting/transferring service with Cleco, please provide the following information :**

Cleco Account: _____ Name on Account: _____

*** We will send the permit to the utility company. The original permit will be mailed to you. Please be sure to provide a fax number if you would like to receive a copy of your results/permit prior to receiving the original in the mail.**

For office use only:

Payment method: _____ Date: _____



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It has been noted that well over half of the initial inspections of individual sewerage systems result in failure of the systems to pass basic requirements for permitting. This necessitates multiple re inspections, adding days to the time between application for permitting and the issuance of the permit.

In an effort to limit re inspections, and accelerate the issuance of a final permit, each applicant should take a few moments to observe if the following obvious problems exist with their system.

1. Aerator
 - a.) Is the aerator missing?
 - b.) Is the aerator covered by an ant nest?
 - c.) Is the aerator accessible?
 - d.) Is the aerator plugged in to a GFI outlet?

2. Riser caps and covers
 - a.) Are the riser caps and covers missing?
 - b.) Are the riser caps and covers cracked or broken?
 - c.) Are the riser caps and covers covered/ buried? (Riser caps and covers should be visible and accessible for inspection)

3. Additional Structures
 - a.) If there is an additional structure on the property with plumbing (i.e. Guest House, Barn, Shed, Workshop, Garage), the sewer system must be large enough to support both structures. If the additional structure has a separate system, you will need to apply for an inspection for each system. Both systems must be inspected and receive passing results before either certificate can be released.

If these problems exist, **PLEASE** inform our Department so we can reschedule the initial inspection while the applicant addresses these issues.

If during the course of the inspection the Department ascertains your sewerage system is undersized to properly treat sewer from the address and/or property in question, installation of a new sewerage system will be required.



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Sewerage Inspection Permits

Frequently Asked Questions

1. How long will it take to have the inspection done?

Several factors can affect the time it takes to have an inspection done, including the weather. It normally takes three (3) to five (5) working days for an inspection.

2. How will I get the results?

The results will be sent to you in the mail, or you can contact our office at 898-2535. Please remember that it takes three (3) - five (5) working days for inspections to be completed.

3. How long will it take to get the permit after the inspection?

If a system passes the inspection on the initial site visit, the permit will be issued the following morning. If a system requires proof of pumping, the permit will be issued as soon as we receive a copy of the receipt indicating the system has been pumped. The receipt for the pumping of the system can be faxed to our office at 898-2523 or emailed to es@stpgov.org. If maintenance is required, a follow up inspection must be done before a permit will be issued. Please contact our office as soon as the required maintenance is complete so that we can schedule a follow up inspection.

****If the system fails re-inspection, an additional \$50.00 fee will be assessed before another inspection is scheduled.**

4. Do septic tanks automatically fail?

Septic tanks do not automatically fail the inspection. Each system is inspected and will pass or fail based on a set of inspection criteria that our inspectors follow.

5. Does the owner have to apply for the permit?

Anyone can apply for a sewerage inspection permit.

6. Do I need to be there for the inspection?

Inspectors do not need access to the inside of your home. Unless you have a locked gate, a dog or some other reason that would prohibit inspectors from accessing your yard, you do not have to be present at the time of the inspection.

**IF YOU HAVE ANY FURTHER QUESTIONS, PLEASE CONTACT OUR OFFICE
LOCATED AT 21454 KOOP DRIVE, SUITE 1-A; MANDEVILLE (985)898-2535.**