

# How To Find Your Septic Tank

The first step in finding your septic tank is to find your records. All recent septic system approvals paperwork should contain an as built drawing that will help you find the system. If you don't have a copy of the paperwork, a copy may be available from your local regulatory agency.

If you don't have an as built drawing, start by trying to locate the septic tank. Go to your basement and look where your sewer pipe leaves the foundation. Try to find this same spot on the outside of

the house. As a good starting point, measure out 1.5 metres (5 feet) from the house. Using a blunt metal probe, try to identify the corners of the tank. It may take some time based on how deep the tank is buried. Be sure to exercise proper caution — if gas pipes or utility lines lie close by, be sure to call before you dig.

If you can't find the septic tank using these methods, contact your licensed sewage hauler or onsite sewage system professional for help.

**Septic System Location**  
■ Draw your septic system. Include your house, tank, drainage field and measurements.  
■ Knowing where your system is will help when doing maintenance checks. It will also help when planning changes to proper separation distance between the system and other features such as pools, sheds, trees, gardens, etc.

**Septic System Service Record**  
Installation Date: \_\_\_\_\_  
Installer Details: \_\_\_\_\_ Contractor

Date	Work Performed	Contractor

**AS BUILT DRAWING**  
*(required prior to installation inspection)*  
Exact size and location of all structures, well(s) and system(s) and its components must be shown (including neighbouring lots).

**Septic/Holding Tank:** \_\_\_\_\_ L  
Manufacturer: \_\_\_\_\_  
 concrete  polyethylene  other  
Filter:  no  yes  
**Treatment:** Make \_\_\_\_\_ make  
**Unit:** Model \_\_\_\_\_  
Diameter of pipes \_\_\_\_\_ mm/inches  
Make of pipes: \_\_\_\_\_  
Ends:  capped  interconnected  
Number of runs: \_\_\_\_\_ m  
Length of runs: \_\_\_\_\_ m  
**Filter media:** \_\_\_\_\_  
Amount Purchased: \_\_\_\_\_ kg  
Date Purchased: \_\_\_\_\_  
Supplier: \_\_\_\_\_  
Grain/Size analysis by: \_\_\_\_\_  
Analysis dated: \_\_\_\_\_

Name of owner: \_\_\_\_\_  
Installer: \_\_\_\_\_  
Installer Signature: \_\_\_\_\_  
License Number: \_\_\_\_\_  
Date of Installation: \_\_\_\_\_  
Civic Address or Legal Description of Property: \_\_\_\_\_  
Township \_\_\_\_\_  
**Pump Systems:**  
Volume discharge rates: \_\_\_\_\_ /15min  
Alarm location: \_\_\_\_\_  
Dimension of Pump Chamber: \_\_\_\_\_  
Height of Float Switch: \_\_\_\_\_  
**Grease Interceptor:**  
 no  yes  
Size: \_\_\_\_\_  
Location: \_\_\_\_\_

**\*Grain Size Analysis and weight bills must be supplied with this report.**  
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**NOTE: All as built drawings must be cross-referenced to the house in two (2) locations.**

**NOTE:**  
Drilled well  
• 15 metres to septic tank  
• 15 – 18 metres to distribution pipes  
Dug well  
• 15 metres septic tank  
• 30 – 33 metres to distribution pipes

Paperwork from the septic system's approval and construction is valuable reference material along with pumping, maintenance and service records.