

Brown County Planning and Land Services

**The 32nd Annual Wisconsin
Lakes Convention**

3-30-10

**William Bosiacki-Zoning
Administrator**

**Matthew Heyroth-Assistant Zoning
Administrator**

Brown County Maintenance Program History

- 1990 entered into the Wisconsin Fund Program.
- One of the criteria for participation was to develop a maintenance program.
- Since January of 1990 every new and replacement sanitary permit issued has required 3 year maintenance. (~6,500 systems)

Brown County Maintenance Program

- We have recently added the remaining systems that either we had old records on or were identified by air photo interpretation.
- This brings the total number of systems on the maintenance program to approximately 10,819.
- Of the 10,819 systems, 3,000 were installed prior to the existence of this office but now we have at least created a file for them and have identified the location of the parcel.

Brown County Maintenance Program

- As of October 1, 2008, counties have five years to place all septic systems on the maintenance program.
- Brown County has completed this.
- Brown County Zoning's goal is to verify if the recently identified 4,319 systems are failing by ss. 145.245.
- We do not know if this will be feasible from a political standpoint.

Brown County Maintenance Program

- Therefore, by the end of 2013 we would like to look at, in detail, these approximately 4,319 systems. If they are found failing by ss. 145.245, replace them with a new system.
- This would mean about an average of 1,500 existing system inspections per year in Brown County.

Brown County Maintenance Program

- From 1990 until present we have ~6500 systems on maintenance.
- Three notices are mailed to property owners. One notice every 30 days until compliance is obtained.
- Failure to comply results in the file being turned over to the Corporation Counsel office to set up a small claims summons and complaint in the amount of \$5,000.
- This results in gaining better than 99% compliance.
- For the 1% that don't comply, an inspection warrant is obtained and the county completes the inspection.

Brown County Maintenance Program

- For example, in 2009 the Zoning office mailed out 2,014 first notices.
- 1,184 second notices were mailed.
- 411 final notices were mailed.
- 98 were turned over to Corporation Counsel for small claims.
- 12 have not complied, therefore, inspection warrants will be obtained this spring.

PLEASE READ THE INSTRUCTIONS BELOW FOR COMPLETING YOUR PRIVATE ONSITE WASTEWATER TREATMENT SYSTEM CERTIFICATION.

The Brown County Private Sewage System Ordinance and COMM 83 require private onsite wastewater treatment systems to be maintained properly. Every three years the septic tank and pump chamber (if any) must be pumped by a certified seprage servicing operator if it is more than 1/3 full of sludge or scum. The system must also be inspected by one of the following: master plumber, master plumber-restricted service, journeyman plumber, journeyman plumber-restricted service, certified POWTS inspector, certified seprage servicing operator under ch. NR 114 or a registered POWTS maintainer. Proper maintenance will help to prolong the life of the septic system.

Please have this form completed by a licensed professional and return it after your system has been serviced as required. Your maintenance date will change to approximately three years from the date indicated on the returned form. If you have any questions, please feel free to contact our office at (920) 448-6480.

Tear off center stub, place in envelope and return within 30 days to: **BROWN COUNTY ZONING**
P.O. BOX 23800
GREEN BAY WI 54306-3800

PRIVATE ONSITE WASTEWATER TREATMENT SYSTEM MAINTENANCE PROGRAM

PROPERTY OWNER/MAILING ADDRESS
WILLIAM S BOSIACKI
6216 H E TOWNLINE RD
LUXEMBURG, WI 54217

FIRST NOTICE

INTERNAL NUMBER
M-E-1409
PARCEL NUMBER
E 1-2

PROPERTY ADDRESS: 6216 H E TOWNLINE RD

INSPECTOR'S CERTIFICATION

- | | | |
|---|------------------------------|-----------------------------|
| 1. TANKS ARE PUMPED OR LESS THAN 1/3 FULL OF SLUDGE OR SCUM. | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. DRAINFIELD IS DISCHARGING TO SURFACE OF GROUND. | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. DRAINFIELD VENTS OR OBSERVATION TUBES SHOW PONDED CONDITION. | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 4. ALARM AND PUMPS ARE OPERATIONAL, IF APPLICABLE. | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 5. IF LOCKS AND LABLS ARE ON MANHOLE COVERS ARE THEY IN GOOD WORKING ORDER? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |

PRINT: INSPECTOR, FEROV AND LICENSE NUMBER

INSPECTOR'S SIGNATURE

PHONE NUMBER

DATE OF INSPECTION

BROWN COUNTY ZONING
P.O. BOX 23800
GREEN BAY WI 54306-3800

ADDRESS SERVICE REQUESTED

MANDATORY POWTS FORM ENCLOSED

WILLIAM S BOSIACKI
6216 H E TOWNLINE RD
LUXEMBURG, WI 54217

PLEASE READ THE INSTRUCTIONS BELOW FOR COMPLETING YOUR PRIVATE ONSITE WASTEWATER TREATMENT SYSTEM CERTIFICATION.

This is the final notice that the maintenance report of your private onsite wastewater treatment system on the below described property is due. As per section 11.073 (5) (a) (b) of the Brown County Private Sewage System Ordinance, this maintenance report is due every three years. Contact your licensed professional to have the tank(s) pumped if it is more than 1/3 full of sludge or scum and the system inspected. Your maintenance date will change to approximately three years from the date indicated on the returned form. Failure to have this inspection report completed and returned to this office within 30 days will necessitate legal action.

If you have any questions, please feel free to contact our office at (920) 448-6480.

Tear off center stub, place in envelope and return within 30 days to:

BROWN COUNTY ZONING
P.O. BOX 23600
GREEN BAY WI 54305-3600

PRIVATE ONSITE WASTEWATER TREATMENT SYSTEM MAINTENANCE PROGRAM

PROPERTY OWNER/MAILING ADDRESS
WILLIAM S BOSIACKI
6216 H E TOWNLINE RD
LUXEMBURG, WI 54217

FINAL NOTICE

INTERNAL NUMBER
M-E-1409
PARCEL NUMBER
E 1-2

PROPERTY ADDRESS: 6216 H E TOWNLINE RD
INSPECTOR'S CERTIFICATION

- | | | |
|--|------------------------------|-----------------------------|
| 1. TANKS ARE PUMPED OR LESS THAN 1/3 FULL OF SLUDGE OR SCUM. | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. DRAINFIELD IS DISCHARGING TO SURFACE OF GROUND. | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. DRAINFIELD VENTS OR OBSERVATION TUBES SHOW PONDED CONDITION. | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 4. ALARM AND PUMPS ARE OPERATIONAL, IF APPLICABLE. | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 5. IF LOCKS AND LABELS ARE ON MANHOLE COVERS ARE THEY IN GOOD WORKING ORDER? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |

PRINT INSPECTING PERSON AND LICENSE NUMBER

INSPECTOR'S SIGNATURE

PHONE NUMBER

DATE OF INSPECTION

BROWN COUNTY ZONING
P.O. BOX 23600
GREEN BAY WI 54305-3600

ADDRESS SERVICE REQUESTED

MANDATORY POWTS FORM ENCLOSED

WILLIAM S BOSIACKI
6216 H E TOWNLINE RD
LUXEMBURG, WI 54217

COMMERCE 83.255

Comm 83.255 Governmental inventory and maintenance

program. (1) (a) 1. A governmental unit shall conduct, complete and maintain an inventory of all POWTS located in their jurisdictional area within 3 years after October 1, 2008.

2. The inventory shall be updated as existing POWTS are identified and new POWTS are installed or constructed.

(b) At a minimum, a POWTS inventory shall consist of all of the following elements:

1. Legal description of all properties including tax parcel number where a POWTS is located within the governmental unit jurisdictional area.

2. Name and address of the owner of each POWTS located within the governmental unit jurisdictional area.

Note: The inventory does not require site visits, identification of the type of POWTS or an evaluation of the POWTS.

83.255 (continued)

(2) (a) A governmental unit shall develop and implement a comprehensive POWTS maintenance program within 5 years after October 1, 2008.

(b) At a minimum, a POWTS maintenance program shall consist of all of the following elements:

1. An inventory of all POWTS located within the governmental unit jurisdictional area.

2. A process that accepts and records inspection, evaluation, maintenance and servicing reports submitted by the POWTS owner or the owner's agent for POWTS listed in the governmental unit inventory.

3. A process that accepts and creates a record for each inspection, evaluation, maintenance and servicing report for a POWTS within the governmental unit jurisdictional area but not listed in the governmental unit inventory that is submitted by the POWTS owner or the owner's agent.

83.255 (continued)

4. A process that notifies POWTS owners that are delinquent in submitting reports for inspection, evaluation, maintenance and servicing activities listed in ss. Comm 83.54 (3) and (4) and 3.55.
5. A process that includes measures meant to ensure that required inspection, evaluation, maintenance and servicing is performed and the results are reported to the governmental unit.
6. Reports summarizing the results of the maintenance program on an annual basis in a format requested by the department.

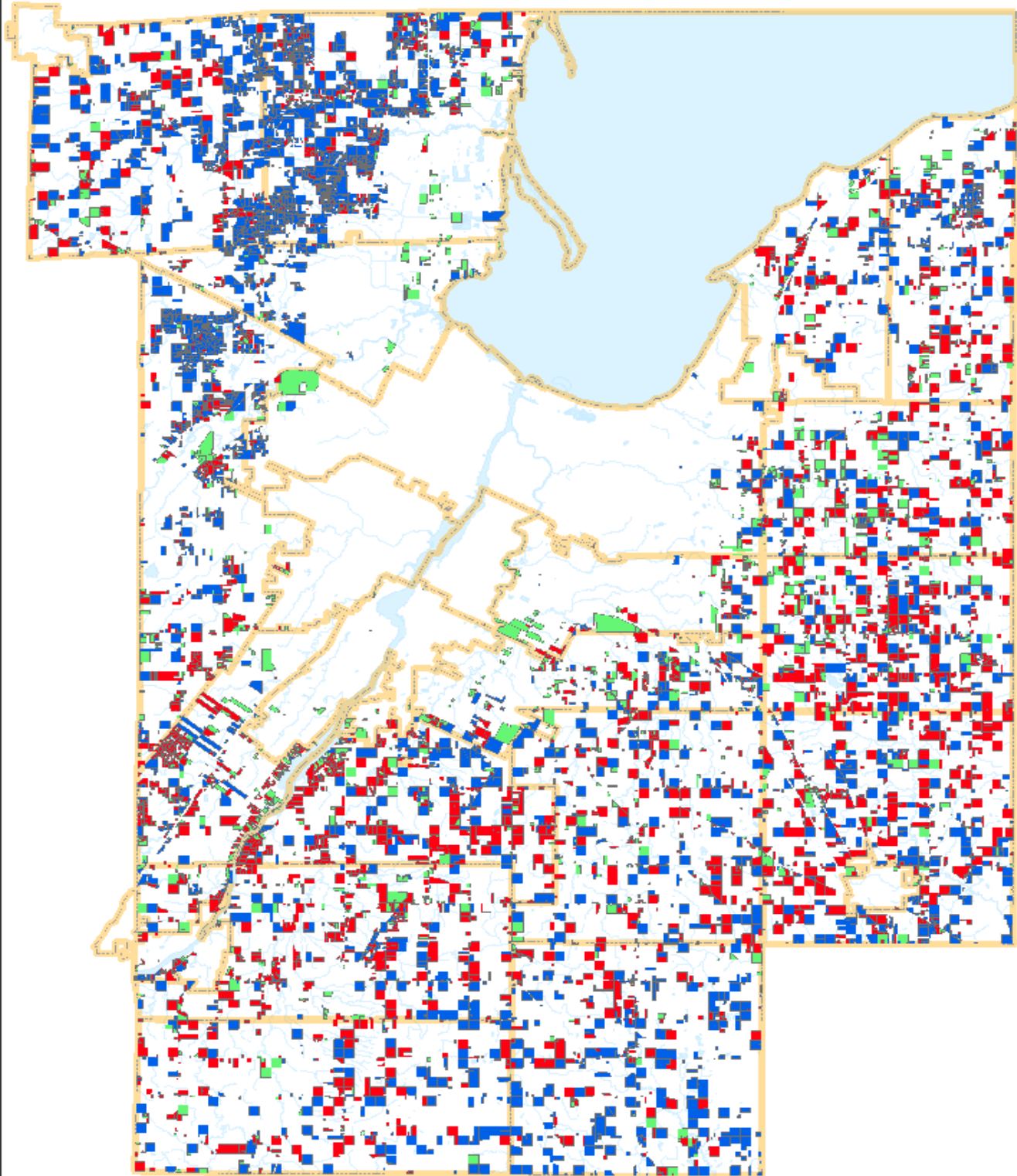
Note: Pursuant to s. 145.245 (9) (a), Stats., a governmental unit must comply with the maintenance provisions of this section as a condition for obtaining Wisconsin Fund grants.

(3) A governmental unit shall make available to the department, upon request, any and all records necessary to ascertain compliance with this chapter and the provisions as specified in s.145.20 (2) (i), Stats.

History: CR 07–100: cr. Register September 2008 No. 633, eff. 10–1–08.





Brown County POWTS

02/10/2010

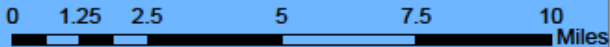


Legend

Number of Systems

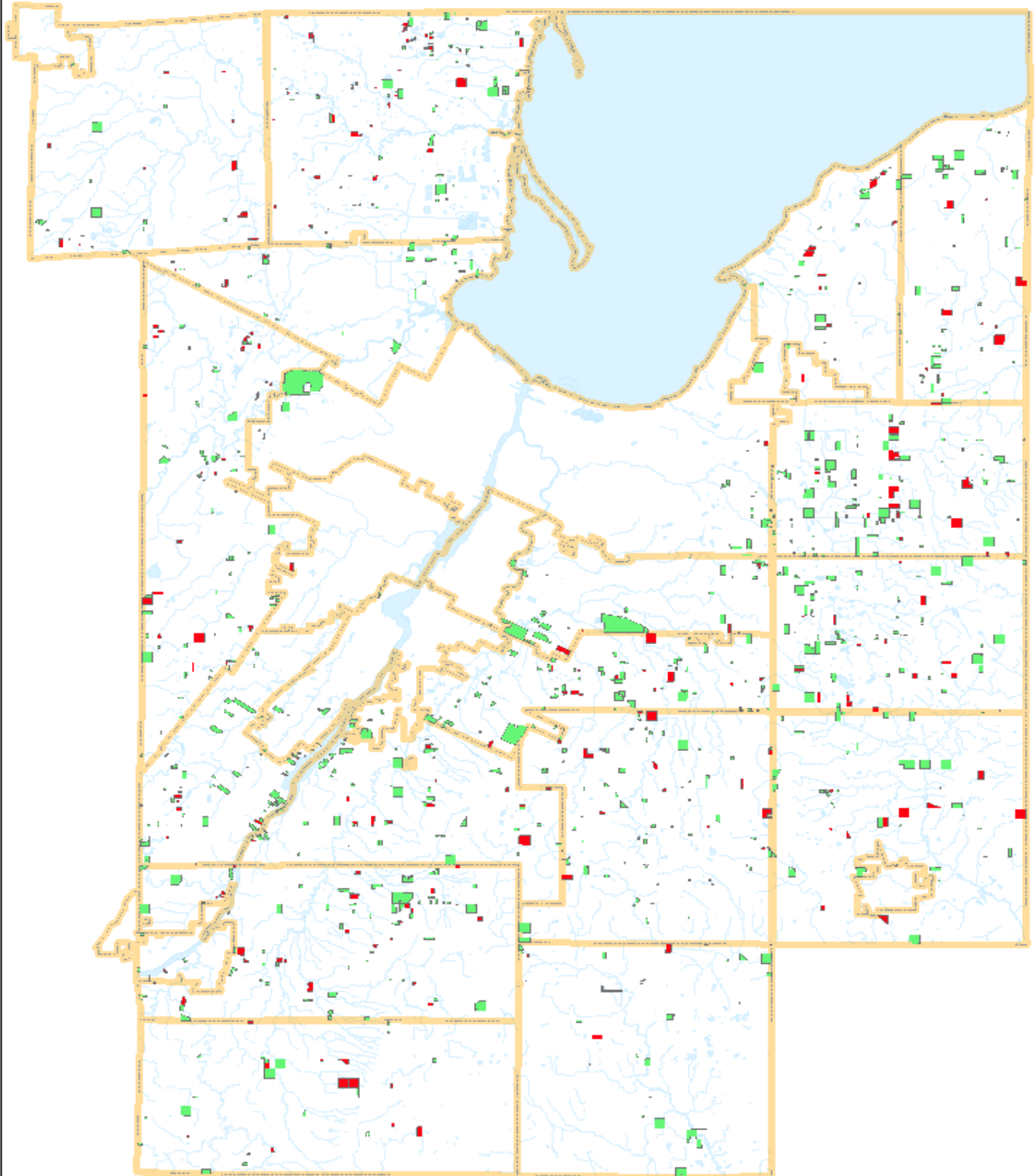
-  Conventional ----- 5347
-  Holding Tank ----- 1474
-  Mound ----- 3998
-  Municipal Districts

10,819 Total






Brown County POWTS

03/22/2010

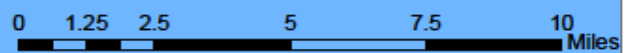


Pending Systems

Legend

-  Holding Tank ----- 935
-  Mound ----- 255
-  Municipal Districts

1190 Total Pending





Brown County

PRIVATE ONSITE WASTEWATER TREATMENT SYSTEM (POWTS) INSPECTION FORM FOR MOUNDS AND HOLDING TANKS

Property Owner(s):

Property Address:

Tax Parcel Number:

Internal Number:

Municipality:

The purpose of this report is to comply with Section Comm. 83.54(4) and 83.55, Wisconsin Administrative Code and Chapter 11, Brown County Private Sewage System Ordinance.

After inspection of tank(s) and associated components, are they in a code compliant condition? Check Yes or No. Use back of page if more comments are necessary:

Manhole cover(s) above grade	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Septic / holding tank watertight	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Manhole cover(s) locked	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Pump chamber watertight	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>
Warning label(s)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Alarm working	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Baffles (inlet)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Pump working	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>
Baffles (outlet)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Laundry water bypassing	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Tanks are pumped or less than 1/3 full of sludge or scum? Yes No

Surface ponding of sewage effluent or wastewater observed by tank(s) or absorption area: Yes No
(If yes, explain/diagram on back of report or attached aerial photo).

Does the holding tank(s) have any openings that allow effluent to be illegally discharged? Yes No

(PRINT) INSPECTING PERSON COMPANY NAME LICENSE NUMBER

INSPECTOR'S SIGNATURE PHONE NUMBER DATE OF INSPECTION

**PLEASE RETURN ORIGINAL TO: BROWN COUNTY ZONING
PO BOX 23600
GREEN BAY WI 54305-3600
(920) 448-6480**

This completed report with an ORIGINAL signature is required by this Department.
A FAX OR PHOTOCOPY IS NOT ACCEPTABLE.





Please have your pumper or inspector locate septic system components on this map using the provided legend symbols. When finished, please return this map, along with the attached brown sheet, to the Brown County Zoning Department.

1 inch = 50 feet

TAX PARCEL NUMBER: JD-111
INTERNAL NUMBER: C-JD-4567
PROPERTY ADDRESS: 555 BROWN RD

JIM B GREEN
555 BROWN RD
GREEN BAY WI 54321

- Septic Tank = ●
- Dry Well = ■
- Pump Chamber = ▲
- Drain Field = ▨
- Holding Tank = ⊕
- Vent = ◆
- Well = (W)



Air Photo Taken April 2005





07/10/2009



07/10/2009





AF:ON



1976 ST



1978 HT



1989 ST



1975 ST

POWTS Program Costs and Funding Sources

■ Costs

– \$270,000

- Salaries and benefits (3 employees)
- Administrative chargebacks
- Information services chargebacks
- Facility chargebacks
- Insurance chargebacks

■ Funding sources for POWTS administration

– 4 sources of funding

- Sanitary permit fees
- Plan approval fees
- Annual fee per system (on tax bill)
- Tax levy

POWTS Program Costs and Funding Sources

Funding Sources (con't)

Sanitary permit fees - \$70,000

Plan approval fees - \$23,800

Annual fee - \$168,240

Tax Levy - \$7,960

Questions?