



PLANNING/PERMITS AND  
INSPECTION DIVISION  
47 Donna Street  
Wichita Falls, Texas 76308  
Phone: 940-691-6603

**SEPTIC INSPECTION CHECKLIST**

Client Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address of Inspection: \_\_\_\_\_

**INSPECTION NOTES:**

Main cut-off valve (street side): \_\_\_\_\_

***Septic Tank (home owner's responsibility):***

Are the manhole covers exposed and at least 6" above ground level to allow for a complete inspection of the septic tanks and its' components? \_\_\_\_\_

Are the manhole covers functional and without damage? \_\_\_\_\_

Was the septic tank pumped at the time of inspection to allow for a complete interior tank inspection? \_\_\_\_\_

Does the septic tank appear to free of apparent visible physical damage? \_\_\_\_\_

Are the inlet and outlet baffles present and without visible damage or deterioration? \_\_\_\_\_

If an effluent filter is present does it appear functional? \_\_\_\_\_

The construction material of the treatment tank (concrete/plastic): \_\_\_\_\_

Additional Septic Tank Notes/Remarks: \_\_\_\_\_

***Pump Chamber Tank (City of Lakeside's responsibility):***

Is the manhole cover exposed to allow for a complete inspection of the chamber and its' components? \_\_\_\_\_

Is the manhole cover functional and without damage? \_\_\_\_\_

Is the manhole cover at least 6" above ground level? \_\_\_\_\_

Does the pump chamber appear structurally functional? \_\_\_\_\_

Do the electrical connections appear undamaged and functional to the effluent pump within the pump chamber? \_\_\_\_\_

Do the activation floats for the effluent pump appear functional? \_\_\_\_\_

Is the pump elevated 6" off the bottom of the pump chamber? \_\_\_\_\_

Is there a functional warning alarm present? And does it go off at 75% capacity? \_\_\_\_\_

*\*If no then a warning alarm should be installed or adjusted to notify the occupants of a potential failure with the effluent pump or of a potential back-up.*

Does the breaker box appear good and functional? \_\_\_\_\_

Additional Pump Chamber Notes/Remarks: \_\_\_\_\_

\_\_\_\_\_

**Statement of Condition:**

\_\_\_\_\_ The inspector is unable to verify if the system is functioning properly at this time, further investigation and/or return visits at a later date are necessary. There was not insufficient information or accessibility available to make an evaluation.

\_\_\_\_\_ The sewage disposal system did not pass all the criteria for this inspection. The system is in need of further repairs by a qualified/certified/licensed septic contractor.

\_\_\_\_\_ No visible indication of any malfunctions seemed present upon visual inspection. System drainage was not stopped and there was no effluent breakout at the surface in the maintained area of the yard, in the reported septic area. We did not detect odors nor see effluent in the maintained area of the yard. It is still possible that the septic system is in need maintenance or service, as key system components are buried.

Inspectors Signature: \_\_\_\_\_

Sam Bownds – Director of Operations – City of Lakeside City, TX

License#: 050030708