

**AS-BUILT RECORD OF CONSTRUCTION FOR
MINOR REPAIRS & RETROFITTING**


Date:	
Memo #	

SITE INFORMATION			
Assessors Account Number		Onsite Sewage System Type	
Property Owner		Owner Phone #	E-mail Address
Property Address	Street	City	Zip Code
<input type="checkbox"/> Alternative System		<input type="checkbox"/> OSS Retrofit	<input type="checkbox"/> OSS Minor Repair

“Minor Repair Or Retrofitting As-Built” DRAWING
 (Use permanent landmarks as reference points when identifying distances.)

Note: This is a permanent record. Please use a straightedge to prepare an accurate, detailed drawing of the items that the minor repair or retrofit was conducted upon the OSS system, drawn to scale OR locations triangulated, that includes the following required information:

- Location of all roads/driveways.
- Triangulate the location in feet and inches of all septic / pump tank lids and distribution boxes unless risers are installed to the surface and noted on the as-built. Please use a sidebar box instead of drawing lines through the OSS. Label 2 permanent points as A and B.
- Triangulate both ends of all drainfield laterals unless observation ports are installed to the surface at **both ends of each lateral**.
- Show all surface water sources, wells, buildings, water lines, curtain drains, roof infiltration systems, etc. and their **distances** to the OSS.
- Specifically locate all O&M accessibility components (including check valves) if a riser to the surface is not installed. Identify the reserve area (if applicable) with length and width dimensions.



Please note that all Onsite Sewage System electrical setup information will be completed on the KCHD Certification Setup Form

INSTALLER OR DESIGNER SIGNATURE			
Company Name	Contractor Name	Signature	Date