



Oakland Township, Butler County, Pennsylvania

Procedures for Resolving Complaints Regarding Malfunctioning Onlot Sewage Disposal Systems

The Pennsylvania Sewage Facilities Act (Act 537 of 1966, as amended) charges local governments with primary responsibilities for administering and enforcing major portions of the Act. It is the responsibility of the local government to issue, deny or revoke septic system permits in accordance with State regulations and standards; to inspect newly installed systems to ensure proper installation; and to investigate and resolve septic system malfunction problems within their jurisdiction.

In an effort to eliminate frivolous complaints and contain costs, **the Oakland Township Board of Supervisors has set a \$250.00 fee for each complaint filed with the Township.** If the complaint is founded, the owner of the malfunctioning system will be required to obtain a repair permit, and the \$250.00 fee will be returned to the person filing the complaint. If the complaint is unfounded, only the portion of the \$250.00 that is not used to cover SEO costs will be refunded to the person filing the complaint. All complaints for investigation must be accompanied by this form, along with the fee paid in advance of the investigation.

Upon receipt of the Complaint and fee, the Township Secretary shall contact the Sewage Enforcement Officer (SEO) for the Township and an investigation shall commence within five (5) business days. The resident filing the complaint will be advised of the Sewage Enforcement Officer's findings.

I have read and understand the above policy and procedures for filing a complaint with Oakland Township regarding malfunctioning sewage systems.

Name

Date



Oakland Township, Butler County, Pennsylvania
Complaint Regarding Suspected Malfunctioning Sewage System

OFFICE USE ONLY

PERMIT No. _____ Tax Parcel Number: 250 _____

Name of Complainant _____ Phone No. (____) _____ - _____

Address of Complainant _____

Nature of the Complaint _____

Owner of Complaint Property _____

Address of Complaint Property _____

Owner's Telephone Number (if known) (____) _____ - _____

Have You Reported This Complaint Previously? Yes No

Complainant Signature _____ Date: _____

Received By _____ Date: _____

Referred to Sewage Enforcement Officer Date: _____