HOLDING TANK PLAN INSTRUCTIONS

- Complete a **Holding Tank Plan Index and Cover Sheet**.
- Complete a **Plot Plan** using an appropriate scale. Include all applicable items in the plot plan instruction page "Site Features Checklist" in addition to the following "System Components" specific to holding tank plans:
    - Show the location of and draw to scale the holding tank component(s) relative to the site BM.
    - Show the location of any connecting conveyance pipes and associated cleanouts.
    - Indicate any pipe insulation required pursuant to SPS 382.30 (11)(c), W.A.C.
    - Indicate abandonment procedure of any existing system components pursuant to SPS 383.33, W.A.C.
    - **Show the location of an all-weather access drive within 25 feet of the tank pumping port**.
- Complete a **Holding Tank Specifications** page. 1-compartment, 2-compartment, and 3-compartment tank cross-section diagrams are available.
- Complete a **Holding Tank Management Plan**.
- Remember to file a completed (signed and notarized) "Holding Tank Agreement" form and a signed "Holding Tank Pumping Contract" with the appropriate government agency.

Required Pages for a Holding Tank Plan:

Holding Tank Plan Index & Cover Sheet	Pg 1 of 4
Plot Plan	Pg 2 of 4
Holding Tank Specifications	Pg 3 of 4
Holding Tank Management Plan	Pg 4 of 4