

Village of Wheeling – Private Water Well and Septic Tank Abandonment Procedures

The following steps are required for the proper abandonment of **private water wells**. The process must be inspected by the Village Health Inspector or another qualified Village Inspector. **The Village must be contacted 24 hours in advance of the procedure.**

- 1) An individual licensed by the State Health Department as a well contractor must perform the sealing operation.
- 2) The well casing must be exposed to a depth of three feet.
- 3) The well contractor will remove the drop pipes and the submersible pump from the casing. In the case of a jet pump system, the drop pipes and associated equipment must be removed.
- 4) The contractor will measure both the well's depth and the water table level.
- 5) The contractor will seal the well using one of the methods approved by the Illinois Department of Public Health and stated in the State's Water Well Construction Codes.
- 6) The well casing must be cut three feet below grade. The cut casing should be removed by the well contractor.
- 7) After the abandonment is completed, the well contractor must complete a water well sealing form, and submit a copy of it to the Village of Wheeling Community Development Department and the Cook County Department of Public Health.
- 8) Cook County Department of Public Health Permit is needed prior to commencement of work.

The following are required for the proper abandonment of **private sewage disposal systems**, commonly called septic systems. The process must be inspected by a Village Health Inspector or another qualified Village Inspector. **The Village must be contacted 24 hours in advance of the procedure.**

- 1) The tank must be located.
- 2) The lid of the tank must be removed. This step may be skipped if the lid cannot not be removed without breaking into parts, which would fall into the tank before the tank is pumped.
- 3) Only an individual licensed by the State Health Department to pump septic tanks, will be allowed pump the tank. The tank should be cleared of as much of the effluent and sludge as possible. The Village Health Inspector will determine whether or not the tank has been pumped satisfactorily. (The individual who actually pumps the tank must carry his license which will be checked on site).
- 4) After the tank has been properly pumped out, the lid to the tank must be crushed back into the tank.
- 5) Next, the tank must be filled with gravel, limestone or crushed concrete. It must be filled to the rim level of the tank.
- 6) After that has been completed, the property owner should back fill with dirt and reseed, or replace with sod.
- 7) As alternative to steps 4 and 5, the tank can be removed completely.