

HOLDING TANK AGREEMENT

This agreement is made between the governmental unit and holding tank owner(s)

PIN#:	Sanitary Permit #:(to be filled in by Gov. Agent)
Holding Tank Owner(s) (print or type):	
All Properties	We acknowledge that application is being made for the installation of (a) holding tank(s) on the following property in Lincoln County, State of Wisconsin: Section: _____ Township: _____ N Range: _____ E Government Lot: _____ OR Quarter/Quarter: _____ 1/4 _____ 1/4 (circle one) Town / City of _____
If Applicable	CSM Number: _____ Lot(s): _____ Block: _____ CSM Recorded in Vol: _____ Page: _____ Doc. Number _____ Subdivision Name: _____ (Subdivision Continued) Lot(s): _____ Block: _____

THIS AREA MUST BE LEFT BLANK FOR RECORDING PURPOSES

Return to:
Lincoln County Land Services

As an inducement to **Lincoln County** to issue a sanitary permit for the above described property, we agree to the following:

1. To conform to all applicable requirements of SPS 383.
2. The governmental unit or county may enter upon the property to investigate the condition of the holding tank when pumping reports may indicate that the holding tank is not being properly maintained as described in §254.59, Stats. The owner agrees to pay all charges and costs incurred by the governmental unit for inspection, pumping, hauling, or otherwise servicing and maintaining the holding tank in such a manner as to prevent or abate any human health hazard caused by the holding tank. The charges will be assessed as prescribed by §66.60, Stats. The governmental unit shall notify the owner of any costs which shall be paid by the owner within thirty (30) days from the date of notice. In the event the owner does not pay the costs within thirty (30) days, the owner specifically agrees that all the costs and charges may be placed on the tax roll as a special assessment for the abatement of a human health hazard, and the tax shall be collected as provided by the law.
3. Except as provided by §281.48(3)(d) Stats., agrees to contract with a person who is licensed under §281.48(3)(a), Stats. who shall submit holding tank servicing reports to the county in accordance with SPS 383.55. Wis. Adm. Code. In the case of exception under §281.48(3)(d), Stats., the owner shall submit the reports to the county. The owner further agrees to have the holding tank serviced and to file a copy of the contract or the owner's registration with the governmental unit and also to file a copy of any changes to the services contract, or a copy of a new service contract, with the governmental unit within ten (10) business days from the date of change to the service contract.
4. This agreement will remain in effect only until Lincoln County certifies that the property is served by either a municipal sewer or a private sewage system other than a holding tank that complies with SPS 383, Wis. Adm. Code. In addition, this agreement may be canceled by executing and recording said certification with reference to this agreement in such manner which will permit the existence of the certification to be determined by reference to the property.
5. This agreement shall be binding upon the owner, the heirs of the owner, and assignees of the owner. The agreement shall be recorded by the register of deeds in a manner which will permit the existence of the agreement to be determined by reference to the property where the holding tank is installed.

Owner Signature: _____ Dated: _____

Owner Print Name: _____

ACKNOWLEDGEMENT of Property Owner (Notary not required for Governmental Unit Official)

STATE OF _____ COUNTY

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON _____ BY _____

DATE
PRINT NAME OF OWNER/SIGNER

Notary Signature: _____ NOTARY PUBLIC, STATE OF _____

Notary Print Name: _____ MY COMMISSION EXPIRES: _____

GOVERNMENTAL UNIT OFFICIAL Signature: _____ Dated: _____

Jeffrey D. Selgren
Onsite Waste and Land Use Specialist - Lincoln County

Drafted by: _____
(Name of person completing form- required)

Personal information you provide may be used for secondary purposes (Privacy Law, s.15.04(1)(m))

BLACK INK ONLY

\htagreement rev. 10/20/2020

HOLDING TANK AGREEMENT INFORMATION

GENERAL NOTES BEFORE YOU BEGIN:

- Form must be completed and signed in **black ink**.
- All information must be complete & legible
- **Incomplete/incorrect information will result in the form to be returned.** This may delay the issuing of your permit.
- Original document will be recorded in the register of deeds office.
- The area in the top right must be left blank for recording information
- The document cannot be recorded unless it has original (“live”) signatures. (i.e. it cannot be a photo copy).
- We cannot process the sanitary application submitted by your plumber until we have the original document and recording fee.

AREAS TO BE COMPLETED BY THE DOCUMENT DRAFTER ARE HIGHLIGHTED IN YELLOW

A	Fill in the Parcel Identification Number (PIN#). This number is also called the Tax Parcel Number and can be found on the owner’s tax bill. (Example: 032-3505-131-9999)
B	DO NOT FILL IN THIS AREA - The sanitary permit number is assigned when the application is turned into the Land Services Office. The Land Services Office will fill in this box.
C	Print or type the property owner(s)’ name(s) exactly as they appear on the deed. If there are multiple owners then ALL owners must be listed.
D	DO NOT WRITE, STAMP, ETC IN THIS AREA – This box must be left blank for recording purposes. If you need more space, you can attach another page and label it as “Exhibit A”
E	Fill in the land description information. <ul style="list-style-type: none"> • All properties have a Section, Township, and Range • All properties have either a Government Lot OR a Quarter-Quarter designation (Rarely do properties have both.) • All properties belong to Municipality (ex. Town of Bradley)
F	This information is NOT optional if your property is a part of a Certified Survey Map (CSM) and/or a Subdivision.
G	Regardless of how many property owners are on title for this property, only one property owner is required to sign and date this document, but it must be done in the presence of a notary . Please make sure that the Notary stamps or seals the document.
H	DO NOT FILL IN THIS AREA - This area will be completed by the Notary.
I	DO NOT FILL IN THIS AREA - This area will be completed by the Government Unit Official upon submission to the Land Services Office.
J	Clearly print the first and last name of the individual completing this form (not the Notary or the Governmental Unit official).

**THE ORIGINAL MUST BE RETURNED TO THE LAND SERVICES OFFICE (ZONING)
WITH THE \$30 RECORDING FEE
Check payable to: Lincoln County.**

EXAMPLE HOLDING TANK AGREEMENT

This agreement is made between the governmental unit and holding tank owner(s)

PIN#: A	Sanitary Permit #: (to be filled in by Gov. Agent) B
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Holding Tank Owner(s) (print or type): **C**

E { **All Properties**

We acknowledge that application is being made for the installation of (a) holding tank(s) on the following property in Lincoln County, State of Wisconsin:

Section: _____ Township: _____ N Range: _____ E **D**

Government Lot: _____ OR Quarter/Quarter: _____ 1/4 _____ 1/4

(circle one) Town / City of _____

F { **If Applicable**

CSM Number: _____ Lot(s): _____ Block: _____

CSM Recorded in Vol: _____ Page: _____ Doc. Number _____

Subdivision Name: _____

(Subdivision Continued) Lot(s): _____ Block: _____

THIS AREA MUST BE LEFT BLANK FOR RECORDING PURPOSES

Return to:
Lincoln County Land Services

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G { Owner Signature: _____ Dated: _____

Owner Print Name: _____

ACKNOWLEDGEMENT of Property Owner (Notary not required for Governmental Unit Official)

STATE OF _____ COUNTY

H { THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON _____ BY _____

DATE PRINT NAME OF OWNER/SIGNER

Notary Signature: _____ NOTARY PUBLIC, STATE OF _____

Notary Print Name: _____ MY COMMISSION EXPIRES: _____

I { **GOVERNMENTAL UNIT OFFICIAL** Signature: _____ Dated: _____

Jeffrey D. Selgren
Onsite Waste and Land Use Specialist - Lincoln County

Drafted by: _____ **J**

(Name of person completing form- required)