



**2009/2010  
FARIBAULT COUNTY SSTS  
PROPERTY TRANSACTION FORM**

*Instructions for completing this form are found on page 2*

*(Zoning Office Use Only)*

County # \_\_\_\_\_

**SECTION A**

Site Address: \_\_\_\_\_ City: \_\_\_\_\_

Site Location: (Twp \_\_\_\_\_ Range \_\_\_\_\_ Section \_\_\_\_\_) Parcel Number: \_\_\_\_\_

Seller – printed name(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Buyer – printed name(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Buyer Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_

**SECTION B - According to Section 23 of the Faribault County Ordinance: (please check ONE)**

- \_\_\_\_\_ **A. The property about to be transacted DOES contain an SSTS that is in compliance.** Attached is a Certificate of Compliance or Inspection Form.
- \_\_\_\_\_ **B. The property about to be transacted does not require an SSTS. (Circle exemption: a / b / c / d / e / f / g)**  
*Refer to page 2, "SECTION B – B"*
- \_\_\_\_\_ **C. The transaction occurs between November 1 – April 30, and an inspection cannot be completed.** *The transfer may occur with a stipulation that a Compliance Inspection, as certified by a Licensed Inspector, be completed and filed with the Faribault County Planning and Zoning Office by June 1st following the closing date, and a Certificate of Compliance is completed by the following Sept. 30<sup>th</sup>.*
- \_\_\_\_\_ **D. The property about to be transacted DOES contain an SSTS, however, the plumbing for the system has been disconnected and the Faribault County Planning and Zoning Department has been or will be contacted to complete an inspection. The SSTS will either be properly abandoned or an SSTS permit will be obtained if the SSTS is reconnected.**
- \_\_\_\_\_ **E. The buyer and seller wish to stipulate that an existing SSTS is effectively out of compliance. In accordance with Section 23 of the Faribault County Zoning Ordinance, the buyer will properly abandon the existing SSTS or install an SSTS that meets the existing ordinance requirements within 10 months of the date of the transaction.**

*Any person, firm or corporation who violates any of the provisions outlined in this Property Transaction Form procedure could be charged a monthly fee that would become effective upon notice of such violation (and receipt of notice by the department). This fee could be set at a rate of \$250.00 per month until the provisions of this procedure are completed and a final inspection signed off by the department (Faribault County Planning and Zoning Office).*

**SECTION C - By signing below I am testifying that to the best of my knowledge the information contained on this document is true and that the box checked above reflects the circumstances of the transaction.**

DATE: \_\_\_\_\_ Sellers  
Notary Signature: \_\_\_\_\_ Commission Signature: \_\_\_\_\_  
Public Signature: \_\_\_\_\_ Expires: \_\_\_\_\_

Place Notary Seal Here

DATE: \_\_\_\_\_ Buyers  
Notary Signature: \_\_\_\_\_ Commission Signature: \_\_\_\_\_  
Public Signature: \_\_\_\_\_ Expires: \_\_\_\_\_

Place Notary Seal Here

**THIS FORM MUST BE SUBMITTED TO THE COUNTY AUDITOR AT TIME OF RECORDING,  
BUT WILL NOT BE RECORDED WITH THE COUNTY RECORDER.**

**INSTRUCTIONS FOR COMPLETING SSTS PROPERTY TRANSACTION FORM**

The purpose of these instructions is to assist the buyers and sellers in completing the Property Transaction Form. Completion of this form will ensure that the current property transaction is in compliance with Faribault County Zoning Ordinance, Section 23. *If you have any questions please call the Zoning Office at 507-526-2388.*

**SECTION A - Section is self explanatory with the following clarifications:**

- Site address - should be the same as the current 911 address. If no address exists, please state why (example, bare land/lot. etc).
- Parcel Number - can be obtained at the Faribault County Auditors Office.
- Buyer Mailing Address must be completed.

**SECTION B - According to Section 23 of the Faribault County Ordinance, one of the following (A, B, C, D, or E), MUST be checked in order for the Property Transaction Form to be complete.**

- Check **A** if:
- \* System is Less than 3 years old and Certificate of Compliance is attached. (*Certificate of Compliance can be obtained at the Faribault County Planning and Zoning Department.*) **OR**
  - \* System is MORE than 3 years old and Certificate of Compliance and Septic Pumping records indicating the system has been pumped within the last 3 years are attached. (*Certificate of Compliance and Septic Pumping records may be obtained at the Faribault County Planning and Zoning Department if information is available.*) **OR**
  - \* Private inspector is used to complete an inspection and provide a Certificate of Compliance.
- Check **B** if:
- a. Tract of land is without buildings or contains no dwellings or other buildings with plumbing fixtures;
  - b. The existing dwelling or other building(s) are not habitable, based upon documentation submitted by the owner(s) to the Department;
  - c. The transfer is a foreclosure of tax forfeiture;
  - d. A refinance of a property;
  - e. The sale or transfer completes a Contract for Deed entered into prior to June 19, 2007. This division applies only to the original vendor and vendee on such a contract;
  - f. All dwellings or other buildings with running water are connected to a municipal wastewater or treatment system.
  - g. Any transfer that does not require a Certificate of Real Estate Value (CRV).
- Check **C** if: Transaction is occurring between November 1<sup>st</sup> and April 30<sup>th</sup>. Weather conditions may not allow for the completion of an inspection. Buyer will be assuming responsibility for submitting paperwork by the June 1<sup>st</sup> deadline unless otherwise approved by the Planning and Zoning Department.
- Check **D** if: The buyer and seller agree to disconnect the SSTS from its outlet. The system will either be abandoned entirely, or the buyer will need to submit an SSTS design to Planning and Zoning Department.
- Check **E** if: Buyer and seller understand and agree that the existing SSTS is not in compliance and that the system will need to be brought into compliance within 10 months of purchase, and that no inspection of the existing system is required.

**SECTION C – Form needs to be signed by both the buyer and seller, and must be witnessed by a Notary Public.**

COUNTY USE ONLY

Date Received from Auditor \_\_\_\_\_