



## Septic System Information for Short-Term Rental Certificate Application

The property owners in Long Lake Township who rent their properties take extra care to be sure their septic system is working properly to protect water quality as well as public health and safety. There are two reports which communicate to the Township regarding septic systems. The first is a status form that indicates the capacity of the system, or how many bedrooms the rental can support. The second is an inspection report from a third party inspector, in compliance with the TOT Ordinance.

In the event that your septic system needs to be replaced, you can get a permit from the GT County Environmental Health Division and submit a copy to the Township.

### Well and Septic Status Form (Grand Traverse County)

If your septic system was installed any time after 1972, there is a good chance that there are records on file. Here is a link to the Health Department form required to get this evaluation accomplished:

<https://www.grandtraverse.org/DocumentCenter/View/1995/Well-and-Septic-Status-Form-PDF>  
2650 LaFranier Rd, Traverse City, MI 49686 (231) 995-6051, [eh@grandtraverse.org](mailto:eh@grandtraverse.org)

- Print and complete the first sheet with your name and property address, and contact information
- Fill in “for use as a (#) bedroom short-term rental” under the brief summary blank
- Email the completed form to [eh@grandtraverse.org](mailto:eh@grandtraverse.org)
- The GT County Environmental Health Department will contact you for \$25 payment
- This normally takes 1-2 business days under normal circumstances
- Submit this to the Township with your Short-Term Rental Certification application

If there are no records on your system (if it is older than 1972), you’ll need to do a septic inspection. The Township already has a septic inspection program in place. See the list of the inspectors approved by the Township to perform the inspections. These inspectors are all third-party so they set their own pricing. Because they are competing for this work, they are generally competitively priced. This inspection can all serve dual purpose as it can also be used to fulfill the requirement to obtain an inspection upon the sale of property. Inspection reports are good for 3 years. For purposes of obtaining a short-term rental certificate, the inspection report will need to result in a “conclusion 1” by the inspector. This indicates that all current Health Code standards are met.

If you want to rent on a short-term basis, and you know that your septic system is nowhere near meeting current Health Code and there is no permit on file, you may decide to skip the inspection and consider upgrading the system. A system upgrade or replacement will require permitting through the Health Department.