

Permits To Construct A Sewage Disposal System and/or Private Well

For property that is not served by public sewer or a public water system the owner must obtain a permit to construct a sewage disposal system and private well before the county will issue a building permit. If the property has an existing sewage disposal system the owner must obtain a certification from the health department that the existing system is adequate for the proposed construction or must obtain a construction permit to make any necessary upgrades.

The following is the process to obtain a permit to construct a sewage disposal system or private well:

1. The owner/agent must apply at the Building Inspectors office for a Building Permit and Development Permit.
2. The owner/agent brings the Development Permit, the survey plat for the lot, a site sketch showing the proposed house, other planned accessory buildings, location of driveway and the located of houses, wells and sewage disposal system on adjoining property within 200 feet of the proposed house site to the health department.
3. The owner/agent completes the health department application form specifying the location of the property, number of bedrooms, basement, plumbing in basement, termite treatment and pays the applicable fees.
4. The owner/agent must schedule with the health department for an Environmental Health Specialist to evaluate the lot. The owner/agent must also provide a backhoe and operator to dig test pits for the evaluation.
5. After the health department has visited the lot and found a suitable location for the sewage disposal system and/or private well the health department will issue a construction permit. This permit is valid for 18 months. It may be extended one time for an additional 18 months if unavoidable delays are encountered. The request must be made prior to the original expiration date.
6. When the sewage disposal system is properly installed, inspections conducted, and completion statement from the installer received, the health department will approve the sewage disposal system for use and by issuing an Operations Permit.
7. When the well is properly installed, inspections conducted, the Water Well Completion Report submitted by the well driller, and the results of a water sample that is negative for coliform bacteria is received, the health department will approve the well for use by issuing an Operations Permit.
8. The Operation Permits can be taken to the building inspector's office to receive the Occupancy Permit, provided all of the building inspectors' requirements have been completed.