

# LAWRENCE COUNTY HEALTH DEPARTMENT

## STEPS IN OBTAINING A SEPTIC PERMIT

In accordance with County Ordinance 2006-04, effective September 18<sup>th</sup>, 2006 and Indiana State Department of Health Rule 410 IAC 6-8.3. For questions or clarification, contact our office at 812-275-3234.

\*No work on a septic system may occur until the permit is issued (the last step).

**\*\* No changes to the property such as construction of a dwelling, renovation to increase the number of bedrooms/bedroom equivalents, placement of a manufactured home, etc. may occur until the septic permit is issued (per 410 IAC 6-8.3 Sec. 53 and Lawrence County Ordinance 2006-04), and it is my responsibility to maintain the property and inform all parties involved (contractors, builders, installers, etc.) of this code requirement.**

**OBTAIN A SOIL SURVEY.** See reverse side for list of certified soil scientists. (Note: It is recommended to have a Lawrence County Licensed Installer on site during the soil survey. List of current installers for Lawrence County available at LCHD.)

**SEND or BRING SOIL SURVEY** to the Lawrence County Health Department. (We are not responsible for maintaining your soil survey report in our office, please bring your copy when making application for a permit).

**OBTAIN A MAILING ADDRESS FOR THE PROPERTY.** Call 812-277-9680, to have a mailing address assigned. (Only needed if no address already assigned to property, i.e., undeveloped property)

**APPLY FOR A PERMIT** at the Lawrence County Health Department.

1. **Property Owner** is to complete application and pay \$50.00 fee to begin the septic permit application process. *No personal checks, debit or credit. Cash, money order or cashier's check only.* If mailing, include a copy of your ID (driver's license or state ID that is current).

2. With the application, **include a copy of your recorded deed**, showing you as property owner, and survey points (may be obtained by contacting the recorder's office at 275-3245 located in the Courthouse).

3. Also include the **floor plan of the house** (required whether new construction or repair, no larger than 8 ½ X 11. Must include each level, with rooms marked for size & use, doors & windows & closets, and the overall exterior dimensions of the house. This may be drawn by you).

**"SYSTEM REQUIREMENTS"** will be provided by our Environmental Health Specialist, and will be available within 5 business days at the health department or emailed by request. Homeowner gives system requirements to their licensed septic installer (see following step). This is not the permit (see last step).

**CONTACT A LICENSED INSTALLER** to obtain a drawing of the proposed septic system, and a "Material Checklist." A list of currently licensed installers is available upon request. The Drawing and Material Checklist is submitted to our office for review.

**REVIEW OF FILE.** A checklist review is made of the homeowner's septic permit file to insure all required elements of the application have been submitted, and the system can be installed in compliance with state and local ordinances and codes.

**PICK UP YOUR PERMIT:** Owner must sign the permit when picking it up at the Lawrence County Health Department.

**INSTALLER OR HOMEOWNER NOTIFIES THE HEALTH DEPARTMENT** of septic system installation, 48 hours prior to installation, for final inspection to be planned.

**SYSTEM IS INSTALLED.** Permit must be provided to health department staff for signature at time of final onsite inspection.

Note: Ask your installer where your "set-aside" is placed on the property so that it may be marked to protect it (no building, driveways, or changing of the terrain may occur on the "set-aside." Heavy equipment should not drive across it).

4/15/2016

## Soil Science Consultant

The following list of ARCPACS Registered Soil Science consultants is provided as a convenience in obtaining an on-site soil survey. This does not constitute an endorsement of any listed consultant. The names listed below are the names of those consultants that work in this area, though they do not live in this county. A complete list of Indiana Registered Soil Scientists is available at:

<http://oisc.purdue.edu/irss/roster.html>

**NOTE: It is recommended to have a Lawrence County Licensed Installer on site during the soil survey (current list of installers available at LCHD)**

<b>Bowen, John</b> jbowencrci@aol.com	<b>812-521-0995</b>
<b>Brown, James L.</b> jibs@blueriver.net	<b>812-755-4195</b>
<b>Coulter, Jack</b>	<b>812-723-2846 or 800-881-0029</b>
<b>Heltsley, Jerry W.</b> <a href="mailto:heltsley@cebridge.net">heltsley@cebridge.net</a>	<b>812-798-1316</b>
<b>McClain, Mark S.</b> mccclain1313@comcast.net mmccclain1313@gmail.com	<b>765-212-7645</b>
<b>Salem, Michael</b> goodnaturefarm@gmail.com	<b>812-988-7053</b> 812-216-1871 (Cell)
<b>Willen, Amber</b> <a href="mailto:aswillen@iendeavor.com">aswillen@iendeavor.com</a>	<b>812-859-6337</b>