

Office of

Fayette County Health Department

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Residential Septic Permit Process

For New house construction the permit process will take an average of 5 weeks, depending on the amount of time it takes you to provide the required information. Allow 3 to 5 working days for the environmental specialist to review the submitted information, before scheduling an appointment. Due to the nature of the environmental specialists' work, he is out of the office the majority of the time and will not be available for last minute deadlines.

For repair or replacement of existing septic systems, allow 2 to 3 weeks to complete the permit process.

Listed below are the steps required to obtain a septic permit. These steps are explained in detail throughout this paper.

- 1) Fill out a septic permit application, with 911 address of lot.
- 2) Have a soil profile completed (see list of soil science consultants in resources).
- 3) Environmental specialist will review soil profile and send you septic system requirements.
- 4) Septic system plans/drawings must be submitted for review.
- 5) Written easements, if required.
- 6) Drainage survey, if required.
- 7) Topographic survey of area of proposed house and septic system, if required.
- 8) Meeting at the site between the installer and the environmental specialist.
- 9) Septic Permit Issued, and building permit release form issued.

The Fayette County Health Department strongly recommends that you **do not** proceed with house plans, surveys or any other part of the septic permit process until results of the soil test are known. It is possible to have several acres and not have an area suitable for a septic system. Your installer also needs to determine if there is enough room for the septic system.

Details for the Obtainment of a Septic Permit

- 1) Pick up an application for a septic permit at the Health Department. Incomplete applications will be returned to you and cause delays in obtaining the permit. The proposed building site must also have been given a 911 address from the Surveyors Office.
- 2) Have a soil profile evaluation completed, this test determines the types of systems are suitable for your lot. A list of accredited soil scientists is attached to this form. You are responsible for contacting the consultant and making all of the arrangements. Expect fees of approximately \$150 - \$200. The Fayette County health Department recommends that you be on site during the testing, and that you have more than one area tested. The results of the soil profile determine what type of septic system must be installed. Often you will have more than one soil type on your lot, and thus may have options on septic system types.
- 3) Environmental specialist will review the soil profile, and provide you with a form titled Recommendations for Septic Installers. The environmental specialist will also be able to discuss Options, types of systems, requirements, etc.
- 4) Septic plans/drawings must be submitted. It must be shown that the proposed house and the septic system can be installed in accordance to Rule 410 IAC 6-8.1. Copies of the rule are available upon request.

- 5) If any part of the septic system is to be placed on property other than your own, written easements are required. Contact an attorney.
- 6) If a subsurface drain is required, due to the water table, a drainage survey is needed. The septic installer or an engineer can provide this information.
- 7) A survey with topographic lines in the area of the proposed house and the septic system may be required.
- 8) A meeting at the site between the septic installer and the environmental specialist is required. The installer will determine if there is sufficient space for the required system.
- 9) When all the required information is provided and approved, the owner must sign the septic permit. Permit fees are \$250 for new installations and \$50 for repair and \$50 for replacement permits.

No area of the proposed absorption field can be disturbed or compacted before, during and after construction. **Violation will void the permit.**

Questions concerning this process can be directed to this office.

Drawings / Plans of Septic Systems

You will be provided with the form Instructions for Septic Installers by the Health Department. This form indicates type of system, size, and maximum trench depth, etc.

- 1) Indicate name of prospective homeowner, 911 address of lot and the date
- 2) Indicate your name or the name of the individual who designed the septic system
- 3) Indicate lot size, dimensions and configuration
- 4) Indicate direction North with an arrow
- 5) Location of house, other structures driveways, etc.
- 6) Location of all parts of the residential septic system
- 7) Topographic lines in 3 foot increments for section of the lot that contains the system
- 8) Show all drainage characteristics with arrows of the lot and adjoining landscape. Indicate the location of existing and proposed swales, berms, etc.
- 9) Show all applicable separation distances as outlined in Rule 410 IAC 6-8.1
 - well, water lines, this lot and neighboring lots
 - buildings, and other structures
 - lot lines
 - streams, ditches, drainage tiles
 - bodies of water
 - etc.
- 10) Indicate the lengths of solid lines and perforated lines
- 11) If curtain drains and/or perimeter drains are required, show location of drain, depth, and indicate distance in inches between the deepest trench bottom and the drain tile.
- 12) Indicate location of soil boring(s) by the soil scientist.

Steps to be Taken Prior to Having a Soil Test Done

- 1) Check with local Area Planning Office to confirm that zoning ordinance allow the proposed home to be built at desired location.
- 2) Go to the Surveyors Office and get a 911 address for the proposed house.
- 3) Draw a rough sketch of the construction layout, including location of the proposed home, driveway, well/water lines, structures, swimming pools, decks, storage sheds, etc.
- 4) Think about septic system location, water does not run uphill. The septic system must be installed in undisturbed soil. No installations are allowed on slopes exceeding 15%.
- 5) After you complete the above-mentioned steps, you probably discovered one or two area that have the best possibility for a septic system installation. These areas should be the only areas that a soil test is conducted.
- 6) Before the soil scientist arrives, the proposed location of the house must be staked off, or marked in some manor.

Example of Rough Sketch

