



Serving Lee County Since 1947

Dear Homeowner/Septic Contractor:

This packet is for your convenience. The health department procedures and requirements are as follows:

- 1) A sewage permit is necessary on all new installations, repairs or additions to existing systems. The fee for the permit is \$125.00 for contractor installation or \$250.00 for property owner installation. **A \$25.00 SERVICE CHARGE WILL BE ASSESSED ON ALL RETURNED CHECKS.**
- 2) Property owners installing a septic system on their own property must meet the following requirements. (Note a property owner is defined by IDPH as a person who owns and occupies a single family dwelling)
- 3) **Only soil data will be used for each lot where a new system or modification is to be constructed.** No percolation test results will be accepted.
- 4) A completed site plan must be submitted with all permit applications. Detailed information shall include, but not be limited to the well location, septic location, and any and all building locations, etc. Distances between each item shall also be noted.
  - a) Take a written, open-book test consisting of no less than 20 questions and no greater than 50 questions. The minimum passing score is 75%. The test may be taken twice at least 24 hours apart.
  - b) Property owners must request the Lee County Health Department to make an inspection of their work after the tank is set and the first trench is dug. This inspection must be done before rock or pipe is placed in the trench.
  - c) Property owners must request the Lee County Health Department to make a final inspection after the system is installed and before the trenches are backfilled.
  - d) Property owners may be assisted by a licensed septic contractor.
- 5) Permit applications and fees must be submitted to the department prior to obtaining a building permit from the Lee County Zoning Office. **PPN can be obtained by calling the Lee County Assessor's Office at 288-4483.** Application fees are non-refundable. Permits are valid for one year from the approval date. Any unused or old permits will be voided. **Application approval will take 3 to 5 working days.**
- 6) **This department must be contacted at least two working days before an inspection appointment is needed.**



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7) You may not cover any portion of a private sewage system until this department has made an inspection of that system.

8) Do not vary from state or county guidelines without first obtaining department approval.

The sanitarians and inspectors of this department are here to assist you with any problems you might experience. Please feel free to call or seek advice at any time. In the event that a representative is unavailable at the time of your call, please leave your name and number so that a representative may contact you upon their return.

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