

APPLICATION PROCEDURE FOR NEW ON-SITE DISPOSAL SYSTEM PERMIT REQUESTS:

1. Submit written soils report from certified soil scientists (ISDH listing available upon request.)
2. Complete and submit application form to MCHD. **Effective April 11th 2012, an application fee of \$50.00 must be submitted along with the application.**
3. Attach outline and/or map of property. Please include property dimensions (length and width) and proposed home location. See application for complete instructions.
4. Based on soils report, MCHD will determine type and design of sewage disposal system. **Applicant will receive this information in writing, after a MCHD representative has had an opportunity to visit the site. This may take a few days, depending upon weather and schedule.**
5. Submit installation plans (based on written requirement) to MCHD for review. This plan should be designed by the installer or his/her agent. See page 2 of application for complete instructions. Installer shall be bonded (\$10,000 permit/license bond with the MCHD.)
6. Upon installation plan approval, applicant must obtain property address from Madison County Planning Commission for new home sites. Following plan approval and the office receiving a property address, applicant may purchase sewage disposal permit for \$115.00. Please be reminded that the permit is valid for 120 days from date of purchase.

Partial list of soil scientist's who have worked in Madison County. A full list may be accessed at www.isco.purdue.edu/irss/roster.html

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MADISON COUNTY HEALTH DEPARTMENT
APPLICATION FOR ON-SITE SEWAGE DISPOSAL PERMIT

Repair/or Replace Existing System

New Construction

DATE OF APPLICATION _____

NAME OF APPLICANT _____

ADDRESS OF APPLICANT (street, city, state, zip code) _____

_____ TELEPHONE NUMBER () _____

NAME OF PROPERTY OWNER _____

ADDRESS OF PROPERTY OWNER (street, city state, zip code) _____

_____ TELEPHONE NUMBER () _____

NAME OF INSTALLER _____ TELEPHONE NUMBER () _____

ADDRESS OF SITE _____

LEGAL DESCRIPTION: TWP _____ SECTION NUMBER _____ RANGE _____

TOWN _____ LOT NUMBER _____ SUB-DIVISION _____

COMPLETE AND ACCURATE INSTRUCTIONS FOR GETTING TO SITE _____

ON-SITE EVALUATION (SOILS REPORT) TO BE PROVIDED BY CERTIFIED SOIL
SCIENTIST _____

WATER SUPPLY: PUBLIC _____ SEMI-PUBLIC _____ PRIVATE _____

LOCATION OF WELL IF PRIVATE OR SEMI-PRIVATE _____

TOTAL NUMBER OF PROPOSED BED ROOMS OR EQUIVALENTS _____

TYPE OF DWELLING: _____ One or two family _____ Multiple Dwelling _____ Non-residential _____

On a separate sheet or form, please outline the property site. Please include property lines and proposed building location. Also include any existing buildings, driveways, fence lines, etc, as well as any proposed structures, such as out buildings, patios, or swimming pools.

