Pulaski County Health Department

Health Officer: Dr. Timothy R. Day

STEPS TO OBTAIN AN ON – SITE SEWAGE SYSTEM PERMIT

1. CHECK WITH THE PULASKI COUNTY BUILDING DEPARTMENT TO DETERMINE IF A LAND IMPROVEMENT PERMIT IS REQUIRED. *NOTE: THIS STEP MAY NOT BE NECESSARY FOR REPAIR OR REPLACEMENT OF ON - SITE SEWAGE SYSTEM PERMITS.*

2. AN INDIANA REGISTERED SOIL SCIENTIST MUST CONDUCT AND SUBMIT A SOIL/SITE EVALUATION TO THE PULASKI COUNTY HEALTH DEPARTMENT. *NOTE: THIS REPORT WILL BE SENT TO THE PULASKI COUNTY HEALTH DEPARTMENT AND THE APPLICANT WHO ORDERED THE REPORT.*

3. THE APPLICANT MUST CONTACT THE PULASKI COUNTY HEALTH DEPARTMENT TO REVIEW AND ANALYZE THE SOIL/SITE EVALUATION REPORT TO DETERMINE THE MINIMUM ON – SITE SEWAGE SYSTEM REQUIREMENTS. *NOTE: IF THIS IS NEW CONSTRUCTION A COPY OF THE HOUSE FLOOR PLAN MUST BE SUBMITTED TO DETERMINE THE MINIMUM ON – SITE SEWAGE SYSTEM REQUIREMENTS.*

4. A PRELIMINARY ON – SITE SEWAGE SYSTEM APPROVAL LETTER, DETAILING THE MINIMUM SYSTEM REQUIREMENTS FOR THE PROPERTY, WILL BE SENT TO THE APPLICANT.

5. IF THE REQUIREMENTS IN THE PRELIMINARY APPROVAL LETTER CAN BE MET, DESIGN PLANS FOR THE ON – SITE SEWAGE SYSTEM MUST BE SUBMITTED TO THE PULASKI COUNTY HEALTH DEPARTMENT.

6. THE PULASKI COUNTY HEALTH DEPARTMENT WILL REVIEW THE SUBMITTED DESIGN PLANS TO VERIFY THAT THE REQUIREMENTS IN THE PRELIMINARY APPROVAL LETTER AND RULE 410 IAC 6-8.3 HAVE BEEN MET. THE TIME REQUIRED FOR REVIEWING DESIGN PLANS MAY VARY.

7. IF THE SUBMITTED DESIGN PLANS MEET THE MINIMUM REQUIREMENTS SET FORTH IN RULE 410 IAC 6-8.3 AND THE COUNTY ORDINANCE PASSED ON 2.7.1994, THE PULASKI COUNTY HEALTH DEPARTMENT WILL ISSUE AN ON – SITE SEWAGE SYSTEM PERMIT.

8. PERMIT FEES ARE DUE WHEN THE ON – SITE SEWAGE SYSTEM PERMIT IS ISSUED:
   - $150 FOR GRAVITY FLOW SUBSURFACE AND FLOOD DOSE SYSTEMS
   - $200 FOR ELEVATED SAND MOUND, DRIP, CLUSTER, OR SAND-LINED SYSTEMS

9. ANY CHANGES TO THE ON – SITE SEWAGE SYSTEM DESIGN PLANS AFTER PERMIT ISSUANCE MUST BE APPROVED IN WRITING BY THE PULASKI COUNTY HEALTH DEPARTMENT AND SUBMITTED PRIOR TO THE START OF CONSTRUCTION.

10. CONSTRUCTION OF THE ON – SITE SEWAGE SYSTEM CANNOT OCCUR IF THE SITE IS DISTURBED OR ALTERED. IF THE SITE IS DISTURBED OR ALTERED, THE ON – SITE SEWAGE SYSTEM PERMIT MAY BE REVOKED.

BE ADVISED SITE APPROVAL BY THE LOCAL PLAN COMMISSION OR COUNTY RECORDER <u>DOES NOT</u> CONSTITUTE APPROVAL BY THE PULASKI COUNTY HEALTH DEPARTMENT.

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www.in.gov/localhealth/pulaskicounty/