

**MACON COUNTY HEALTH DEPARTMENT**  
Environmental Health Office PH: 217-423-6988 FAX: 423-0992  
1221 E. Condit Street, Decatur, IL 62521-1405

**APPLICATION FOR PERMIT TO CONSTRUCT A PRIVATE  
SEWAGE DISPOSAL SYSTEM**

**PERMIT FEE: \$250.00**

Check #: \_\_\_\_\_

From: \_\_\_\_\_

Date: \_\_\_\_\_ Initials \_\_\_\_\_

PERMIT #: \_\_\_\_\_

**Property Owner & Current Mailing Address:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Contractor's License #: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

**SEWAGE DISPOSAL SYSTEM SITE:** **TOWNSHIP NAME:** \_\_\_\_\_

**911 ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

Directions to Site: (Highway Number, Secondary Roads, Signs to Follow, etc.)  
\_\_\_\_\_  
\_\_\_\_\_

Residence Information: Garbage Disposal Y / N Water Softener Y / N Hot Tub Y / N

Installation Type: [ ] NEW [ ] REPAIR NUMBER OF BEDROOMS \_\_\_\_\_

Check the following to be installed: \_\_\_\_\_ Aeration Unit(ATU) \_\_\_\_\_ Septic Tank(s)  
\_\_\_\_\_ Holding Tank \_\_\_\_\_ Seepage Field \_\_\_\_\_ Seepage Bed  
\_\_\_\_\_ Illinois Raised Filter Bed \_\_\_\_\_ Drip Irrigation \_\_\_\_\_ Sand Filter  
\_\_\_\_\_ Low Pressure Piping \_\_\_\_\_ Other(Specify) \_\_\_\_\_  
\_\_\_\_\_ Chamber—Model: \_\_\_\_\_

[ ] \*\* Aerobic: Manufacturer: \_\_\_\_\_ Model: \_\_\_\_\_ Rated Capacity: \_\_\_\_\_  
Effluent Discharge: \_\_\_\_\_

**\*\* IMPORTANT\*\*** As per Macon Co. Health Dept. Private Sewage Disposal Ordinance 5.5, a service contract is required.

Number of Bedrooms: \_\_\_\_\_ *Please Note: Any room(s) planned for use as a den, study, etc., having a closet and can be readily converted into a bedroom, must be classified as a bedroom.* **X** \_\_\_\_\_ — Homeowner's Initials

**TABLE OF MINIMUM SEPTIC TANK LIQUID CAPACITY REQUIREMENTS**

Number of Bedrooms	Without a Garbage Disposal	With a Garbage Disposal
1 or 2	750 gal.	1125 gal.
3	1000 gal.	1500 gal.
4	1250 gal.	2000 gal.
5	1500 gal.	2200 gal.

Liquid capacity of septic tank(s) to be installed (based upon above table).  Gallons



## Proposed Plot Layout

SITE ADDRESS: PERMIT#



**Include site evaluations, ground surface elevations and slope.**

**\*\* All electrical components associated with the system must be wired in accordance with the National Electrical Code or local Electrical Code, whichever is more stringent.**

APPLICANT, make a drawing of the proposed plot layout plan. Use the following 15 statements as a guideline for including the minimum information required in the drawing. Also, show that you have included the required information by placing an "X" in the appropriate blank for each statement.

	YES	N/A
1. The proposed location of all buildings and sewage disposal system	_____	_____
2. The property lines and dimensions of lot	_____	_____
3. All water lines on property and within 25 feet of property	_____	_____
4. All wells on property and within 75 feet of property	_____	_____
5. Will there be a new well?	_____	_____
6. All utility and drainage easements on property	_____	_____
7. Where footing tile will discharge	_____	_____
8. Where water softener backwash water will discharge	_____	_____
9. Where floor drains will discharge including those in a garage	_____	_____
10. The location of all field tile and/or subdivision collection tiles	_____	_____
11. The location of soil borings	_____	_____
12. Is a geothermal heating/cooling system planned or existing for this property?	_____	_____
13. Location and description of barrier used to protect the system area	_____	_____
14. Is there a perimeter drain and/or lift?	_____	_____
15. Where is the alarm and alarm disconnect?	_____	_____

In signing this application I acknowledge an understanding and acceptance of the maintenance requirements prescribed by section 905.20 (q) (1-4) of the Private Sewage Disposal Code. Maintenance records will be made available to the Macon County Health Department or the Illinois Department of Public Health upon request. Records of the septic system maintenance will be transferred to subsequent property owners with instructions that the records must be maintained for the life of the septic system. A failure to properly operate, maintain and have routine service conducted on a private sewage disposal system is a violation of the Private Sewage Disposal Act and Code. Please check the appropriate box to indicate you have read and understand the maintenance requirements for the type of private sewage disposal system being installed on the property.

SITE ADDRESS:	PERMIT#
_____	_____
_____	_____
_____	_____

☐ Septic tank to a subsurface seepage system or septic tank followed by a sand filter discharging to a subsurface seepage system. Private sewage disposal system septic tanks serving a residential property shall be evaluated within 3 years after the date of installation of the system. The system may be evaluated by the homeowner, a Licensed Private Sewage Disposal System Installer, or licensed Environmental Health Practitioner; an Illinois licensed Professional Engineer, a representative of the Department, or an agent of the Department or local health department. The evaluation shall determine whether the septic tank(s) and all of the compartments of the private sewage disposal system have layers of scum and settled solids greater than 33% of the liquid capacity of the tank. If the layers of scum and settled solids are greater than 33%, the tanks and compartments shall be pumped out and maintenance shall be performed. After the first evaluation, the system shall be evaluated a minimum of once every 5 years. Depending on the system's use, the septic tank(s) and compartments may need to be evaluated and pumped more frequently.

☐ An aerobic treatment unit (ATU) requires evaluation and maintenance at least once every 6 months. The system may be evaluated by a Licensed Private Sewage Disposal System Installer, a licensed Environmental Health Practitioner; an Illinois licensed Professional Engineer, a representative of the Department, or an agent of the Department or local health department. The homeowner of an ATU may conduct the inspection and maintenance as defined within the Act, but the inspection and maintenance shall be performed per the manufacturer's requirements to assure proper operation.

☐ Sand filters and waste stabilization ponds with surface discharges require an evaluation to determine whether the tanks and all of the compartments of the private sewage disposal system have layers of scum and settled solids greater than 33% of the liquid capacity of the tank. If the layers of scum and settled solids are greater than 33%, the tanks and compartments shall be pumped out and maintenance shall be performed. The system shall be evaluated a minimum of once every year. The system may be evaluated by a Department Licensed Private Sewage Disposal System Installer, a licensed Environmental Health Practitioner, an Illinois licensed Professional Engineer, a representative of the Department, or an agent of the Department or local health department. Depending on the system's use, the tanks and compartments may need to be evaluated and pumped more frequently. The homeowner of a sand filter or waste stabilization pond may conduct the inspection and maintenance as defined within the Act, but the inspection and maintenance shall be performed per the requirements of this Part to assure proper operation.

☐ The private sewage disposal system is not listed above and shall be maintained in accordance with the manufacturer's specifications or a maintenance interval approved by the Illinois Department of Public Health (IDPH). I will maintain all maintenance records on forms provided or approved by the Department and make records available upon request by the Department or Local Authority. These records shall be transferred from owner to owner. Records shall be kept for the life of the system.



## IMPORTANT—Signature Page

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I also acknowledge that if this application is for a surface discharging septic system (sand filter, aerobic treatment unit, etc.) I am aware that future regulations that are implemented by the United States Environmental Protection Agency (USEPA), the Illinois Environmental Protection Agency (IEPA) and/or IDPH may require the owner to apply for a National Pollutant Discharge Elimination System (NPDES) permit from USEPA or IEPA. There will be costs associated with applying for the NPDES permit, system maintenance for the NPDES permit, and probable sampling required by the NPDES permit. These costs are the responsibility of the homeowner.

I certify that the submitted information is complete and that the work will conform to the current Illinois Private Sewage Disposal Licensing Act and Code and the Macon County Private Sewage Disposal System Ordinance.

Installer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*The private sewage disposal permit is void **six months** from date issued unless (new) construction has started.*

\_\_\_\_\_  
Owner's Name (Print)

\_\_\_\_\_  
Installer's Name (Print)

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Signature of Installer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

(Office Use Only)

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

Permit Number: \_\_\_\_\_

### **NOTE:**

### **CHECK YOUR APPLICATION BEFORE SUBMITTING FOR APPROVAL:**

Applications that are missing information, signatures, initials, etc., WILL NOT BE APPROVED and will be returned to the submitter for completion.

(Office Use Only)

Approved copies mailed to: (Date) \_\_\_\_\_

Owner: \_\_\_\_\_

Contractor: \_\_\_\_\_