



Lee County Health Department
Environmental Services

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ON-SITE HOLDINGTANK SYSTEM -APPLICATION TO INSTALL

EXPIRES SIX MONTHS FROM DATE OF ISSUANCE

Applicant _____ Phone _____
Mailing Address _____ City/State/Zip _____
Site Address _____ City/State/Zip _____
Applicant Signature _____ Date _____
Subdivision _____ Lot# _____ Parcel# _____

APPLICATION AND FEE MUST BE SUBMITTED AND APPLICATION APPROVED BEFORE CONSTRUCTION BEGINS

PROPOSED SYSTEM/SITE INFORMATION

Number of Bedrooms _____ Number of Wells _____ Location & type of well(s) _____

Septic Tank Capacity:	1,250 gal.	1,500 gal.	1,750 gal.	2,000 gal.
	3 Bedroom or<	4 Bedroom	5 Bedroom	6 Bedroom

- ☐ Applicant certifies that all general requirements of Iowa DNR Chapter 69.8(1) all wastewater from the facility serviced shall discharge into the septic tank.

SYSTEM TYPE

Number of people using system _____ Number of days in a month it will be used _____

Pond or lake proximity _____

Property lines _____

Other Information _____

Contractor _____ Phone Number _____

FOR OFFICE USE ONLY!

Amount Due: \$300.00

Date Paid: _____ / _____ / _____

☐ Cash ☐ Check No. _____

Receipt No. _____

PERMIT NUMBER: _____

SEE REVERSE SIDE FOR POLICY AND SIGNATURE

ON-SITE POLICY

This policy is to clarify the procedure for issuance of an On-Site Holding Tank System Permit and the responsibilities of the owner/applicant and their chosen contractor.

Lee County Health Department Environmental Staff must evaluate and approve the site upon receipt of the application. The required fee must be included with the application. If the application is submitted online, the fee must be paid before a site evaluation is performed and the permit is approved.

The owner is responsible for the design of a code compliant on-site holding tank system properly sized for the structure as listed by the Lee County Assessor while observing all setback distances required by Iowa DNR Code Chapter 69 567-69.1 (455B). The proposed system design and type must be approved by Lee County Health Department prior to construction. The use of alternative on-site systems must be approved by the Lee County Health Department Environmental Staff on a specific site basis prior to construction and must include a separate maintenance contract with contractor. LCHD staff may require an engineer to design the on-site system at the landowner's expense and sign off on any proposed changes.

Owner/applicant certifies all indoor plumbing is in compliance with state of Iowa Plumbing Code.

The contractor will not start any work unless the application and permit fee has been submitted and approved by the Lee County Health Department Environmental Staff. A permit must be issued prior to work commencing in accordance with Iowa DNR Code Chapter 69 and Lee County Ordinance or the contractor will be charged a penalty fee as stated on Board of Health approved policy.

The contractor is responsible for installing the system in compliance with the Iowa Code 567-69.1 (455B) and applicable county ordinances. The system must also be installed in compliance with manufacturer's specifications for the components used by the contractor. A final inspection by Lee County Health Department Environmental Staff must be performed before the system is allowed to be covered. If the owner/contractor wishes to cover any portion of a system for any reason, Lee County Health Department Environmental Staff must be contacted and permission given prior to backfilling and only to the extent allowed. If approval of the constructed system is withheld at time of final inspection, the system may not be covered or placed in service until it is brought within code requirements and approved after re-inspection.

Upon approval of the application, the landowner will submit a written request to the Board of Health for approval of a variance at its next scheduled meeting. The Board of Health will make the final decision on the variance.

In addition, failure to comply with this policy may result in the permit not being approved. A system may not be modified/alterd after construction without notifying Lee County Health Department Environmental Staff and obtaining applicable permits.

Lee County Health Department Environmental Staff will conduct annual inspections to assure that the system is being maintained. A reasonable fee as approved by the Board of Health will be charged to the landowner for this inspection.

Failure of the owner/contractor to comply with the above and any signed variances or Iowa Department of Natural Resource Time of Transfer Delay of Construction/Demolition Binding Agreements will be referred to the Lee County Attorney's Office for enforcement. *Violations are currently classified as misdemeanors by Iowa Code.*

I have read this policy and agree to comply with the policy's provisions.

Owner/Applicant Signature: _____ Date: _____