



Jersey County Health Department  
Division of Environmental Health  
1307 State Hwy. 109  
Jerseyville IL 62052  
(618) 498-9565, Ext. 321

## **Instructions for Completing Private Sewage Application**

1. Completely fill out all applicable information on the application form. Insufficient and inaccurate information will result in permit being denied.
2. Include all sketches, drawing(s), and literature required. Indicate on the back of application the dimensions of the lot, house, and all water supplies within 75 feet of the property. Diagram the proposed sewage system indicating all specifications and distances.
3. Include Professional Engineer flood proofing certification. (See attached memo.)
4. Each application must be accompanied by a completed soil investigation if subsurface seepage system is proposed to be installed.
5. Include a check payable to the Jersey County Health Department for **\$175**.
6. Submit application to Jersey County Health Department for review and approval.
7. Construct and install system in accordance with the approved plan. Variance from the details will rescind the permit.
8. Contact the Jersey County Health Department at (618) 498-9565, Ext. 321 at least forty-eight (48) hours prior to the completion of the system in order that a final inspection can be scheduled, and subsequently conducted prior to backfilling. **A system cannot be covered or placed in operation until the installation has been inspected and written approval issued.**
9. **Homeowner/property owner and contractor must sign permit application before approval of septic permit.**

**MUST OBTAIN A PRIVATE SEWAGE SYSTEM PERMIT PRIOR TO APPLYING FOR A BUILDING PERMIT.**