Below you will find information to apply for a private sewage system installation permit in Jackson County. This application must be printed - it cannot be completed or submitted online.

Please read all instructions carefully to prevent a delay in obtaining your permit.

Procedures for Obtaining A Permit to Install a Private Sewage System
In Jackson County, IL

The permit shall in no way be construed as a contract between the permit holder and the contractor to perform the work which is the subject of the permit. The permit shall only authorize the permit holder and the contractor to perform and complete the work in accordance with applicable health and safety laws.

1) Only the homeowner or a person who holds a valid Jackson County Contractor's Registration may apply for a permit and construct, alter or extend a private sewage disposal system.

2) A $230.00 fee shall be paid to Jackson County Health Department (JCHD) prior to any construction work.

3) The homeowner or contractor must complete the application in entirety and submit drawing on (back) page of application including all items on check-off list. Signatures of both the homeowner and contractor are required.

   NOTE: If a Geothermal well, water softener, swimming pool or hot tub will be installed on site, additional information will be required BEFORE permit is issued.

4) Starting February 10, 2014, USEPA requires surface discharges to Waters of the United States as defined in 40 C.F.R §122.2 to obtain coverage under a USEPA NPDES permit prior to discharge. It is the responsibility of the property owner to determine if their proposed system needs an NPDES permit. For more information contact USEPA Region 5 Water Division at 312-353-4195 or visit https://www.epa.gov/npdes-permits/illinois-surface-discharge-permit-ilg62.

5) JCHD will require a flood plain determination and land use approval to be submitted with the application. It is the responsibility of the homeowner to contact the appropriate local agencies listed below.

   Carbondale Planning Division (549-5302) - if there is a possibility your property is located within the Carbondale Mile and One Half zoning district. To obtain Land Use and Flood Plain approval.

   Makanda Village Hall (457-0360) - if there is a possibility your property is located within limits of Village of Makanda. To obtain Land Use approval only.

   Murphysboro Code Department (684-2961) - if there is a possibility your property is located within City limits of Murphysboro. To obtain Land Use approval only.

   Jackson County Assessor's Office (687-7220) - For all properties outside the above jurisdictions, to obtain Land Use approval and Flood Plain determination.

6) If the property is less than one acre in size, other documents may be required.

   PLEASE NOTE: A permit will not be issued without the foregoing documents / information.

7) The homeowner or contractor is required to contact the health department (618-684-3143) to set up an appointment to meet with the environmentalist to discuss the system and for a site visit.

8) ONLY after the environmentalist has made the site visit and all application requirements are met, will JCHD issue the permit for construction to begin at the site.

9) A permit to construct a private sewage disposal system is valid for 6 months after issuance date. An extension of time may be obtained only if submitted in writing prior to the expiration date.

10) The health department is to be notified 48 hours prior to beginning construction in order that routine field visits may be made to determine if construction meets current guidelines.
PRIVATE SEWAGE SYSTEM INSTALLATION
Application and Permit
JACKSON CO. HEALTH DEPT.
P. O. Box 307 Murphysboro IL 62966
618-684-3143, Ext. 128 Fax 684-6023

Owner ______________________ Phone (home) ___________________ (work) _______________
Current Mailing Address _______________________________ City _______________________
Twp __________ Sec _______ Tax Parcel No. or Legal Description __________________________
Address of installation & Directions: ___________________________________________________________________________
_________________________________________________________________________________________________________

BUILDING INFORMATION: (Check all that apply)
New structure ( ) Residence ( ) (No. Bedrooms ____ ) Garbage Grinder Y ( ) N ( )
Business (type) ___________________________ (No. Employees ____ )

LOT: Acreage _______ OR Size _______________ Variance Required: Y ( ) N ( )
Subdivision: _______________________________ Lot No __________

SYSTEM: New ( ) Altered / Replacement ( ) Design Flow ________ gpd

PRIMARY TREATMENT:
Septic Tank _______ gal. Manufacturer __________________________ ( ) Trash Tank

SECONDARY TREATMENT:
Aeration: Type ___________________________ Treatment Capacity ____________ gpd
Waste Stabilization Pond: Length _______ Width _______ Depth _______
Buried Sand Filter: Length _______ Width _______
Seepage Trench: Sq. Feet _______ No. of lines ____ Length _______ Width _______
Soil Load Rate: _______ gal/ft²/day Limiting Layer (depth): _______ ft

Soil analysis required for all subsurface seepage systems.

System will discharge to “Waters of the United States” Y ( ) N ( )

* If yes, date you applied for coverage under NPDES permit. _____/_____/_____

LIFT STATION: Capacity _______ gal Pump Volume ____________ gal / min

CHLORINATION: Y ( ) N ( ) Tank size _______ gal.

EFFLUENT REDUCTION: Gravel ( ) Graveless ( ) Chamber ( ) Lineal ft: ____________ Type: ____________

MISC. INFORMATION: Geothermal Well ( ) Water Softener ( ) Swimming Pool/Hot Tub ( )

See reverse for more information
The following are minimum requirements needed on the application and sketch for a proposed sewage installation.

( ) Location of system  ( ) Lot Dimension  ( ) Water supply/lines with distance to system
( ) Location of soil test (if required)  ( ) Materials, (including pipe)  ( ) Distance from discharge to property line.
( ) Site or ground surface elevations  ( ) Geothermal Well  ( ) Water Softener, Hot Tub, Swimming Pool

IMPORTANT: The Jackson County Health Department does not guarantee trouble free operation of this sewage treatment and disposal system by the issuance of this permit or final approval of the sewage installation. The licensed contractor is responsible for, and must be present during installation in compliance with the Illinois Private Sewage Disposal Licensing Act and Code and the Jackson County Private Sewage Disposal Ordinance. As per Section 905.20 of the Illinois Code, the homeowner’s signature on the construction permit for any system being installed, repaired, or renovated serves as written acknowledgement that the property owner(s) is aware of and accepts the responsibility to service and maintain the sewage system in accordance with the act, and to maintain all maintenance records. The property owner assumes full responsibility for any nuisance or health hazard that might result from system use. Property owner certifies that he/she approves all information on this Application, and acknowledges that it is his/her responsibility to obtain an NPDES permit if required.

I, as the Contractor, agree to notify the Jackson County Health Department at least 48 hours before any construction work is to begin and I further agree that I will call for final inspection and approval of this system before covering. I hereby agree that to the best of my knowledge the preceding information is correct. In addition, the sewage disposal system will be installed strictly as outlined in this permit in conformance with the Jackson County Sewage Disposal Ordinance.

Permit to Construct issued by Date Signature of Homeowner Date

Final System Approval by Date Signature of Contractor Date

Name of Contractor (Please Print)

Signature of Contractor Date

State Lic. No. County No. ________

ORIGINAL -JCHD FILES / COPIES - HOMEOWNER & CONTRACTOR