



JOHNSON COUNTY HEALTH DEPARTMENT

Courthouse Annex
86 West Court Street
Franklin, IN 46131

317) 346-4365
FAX (317) 736-5264

RESIDENTIAL ONSITE WASTE DISPOSAL PERMIT PROCEDURE

1. Contact a certified soil scientist to evaluate the soils on the site of the proposed absorption field area.
2. Submit the soil report to the Johnson County Health Department.
3. Submit a land use verification form to the Planning & Zoning Department (Give Health Dept. a copy)
4. **Obtain a well log from a certified well driller if utilizing a private well.**
5. Fill out the application completely. Include the property identification number.
6. On the back of the application, draw a rough sketch of the property showing natural features and the location of the house.
7. There is a **\$75.00 application fee**, payable when the application is submitted.
8. Stake the location of the house on the property. The soil boring locations shall also be identified in the field and protected.
9. A detailed septic site plan shall be submitted. The Environmental Health Specialist may wish to discuss the details of the site plan. In most cases, an engineered site plan will be required. (A list of items to be shown on the plan is available.)
10. If you have any questions, the Environmental Health Specialist can usually be reached in our office weekday mornings between 8 and 10 a.m. at 346-4365
11. **Please note that many potential building sites will require an appropriate perimeter drainage outlet such as a pond, tile, creek or ravine. Some potential building sites may require drainage improvements to be installed prior to issuing individual septic permits and appropriate recorded easements may be required. Roadside ditches are not suitable for perimeter drainage outlets.**

No permit can be completed until a Johnson County Environmental Health Specialist and a certified soil scientist have evaluated the site.

THE SEPTIC PERMIT

After the soil report has been reviewed and the site has been evaluated by the Johnson County Health Department, the septic design criteria will be determined. If the site is suitable, the applicant can obtain a septic permit after paying a **\$125.00 septic permit fee** and submitting a satisfactory site plan and a well log if utilizing a private well. (*This is in addition to the application fee.*) The Johnson County Planning Commission requires proof of septic approval before a building permit can be issued.

1. To receive a septic permit, contact the Environmental Health Specialist who evaluated your soil report and property and request that a permit be issued.
2. Once issued, the septic permit is effective for one (1) year from the date issued. If expired, a new permit must be purchased. The septic permit is non-transferable.
3. The installer of the septic system must give the Environmental Health Specialist 24 hours or one working day of notice to inspect the septic system before it is covered.