

# LAPORTE COUNTY HEALTH DEPARTMENT

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## Procedure for Issuance of On-Site Sewage System (OSS) Permits

The following items must be provided to the staff of the La Porte County Health Department (LPCHD) for review before a permit can be issued.

1. A completed on-site septic system application with the property tax ID number.
2. A soil report from a certified soil scientist with a minimum of three (3) borings per lot. The LPCHD will not process any soil report unless it is accompanied with a signed OSS application. A list of certified soil scientists is attached. Once the LPCHD receives the soil report and application a Septic System Design and Specification Sheet, which will indicate the type and size of septic system required, will be mailed, faxed, or e-mailed to the OSS applicant.
3. The site plan is prepared using the information provided on the specification sheet. The site plan must include the following items:
  - slope and slope aspect
  - surface drainage characteristics and patterns including swales, ditches, and streams
  - all existing and proposed water wells within 50 feet of the septic system.
  - the design and layout, to scale, of the septic system over at least two of the soil borings and parallel to the contours.
  - existing property lines
  - one-hundred year flood plain elevations and boundaries, if applicable
  - cross section of the lateral trenches, showing depth at which the trenches shall be installed
  - easement locations for subsurface drains and outlets, utilities, pipelines, etc.
  - House and outbuildings drawn to scale
  - Floor plan of house
  - any other items deemed necessary by the LPCHD
4. Flood dosed, pressure distribution, or any elevated system requires the following information:
  - a completed system hydraulic worksheet
  - all elevations needed for the hydraulic design of the system including pump discharge, floats, manifolds, top of ground, etc.
  - manufacturer's pump curve.
  - cross-section of dose tank to be used.
  - Electrical permit from the building department.

5. Systems requiring perimeter or curtain drains

- top of ground and invert elevations of the four corners of a perimeter drain are needed
- top of ground and invert elevations for the two ends of a curtain drain are needed
- elevation of outlet for the subsurface drain

**Other Information:**

- Permanent street address is needed before a permit will be issued.
- No septic permit shall be issued where a municipal sewer is within 300 feet of the property boundary.
- Use of alternative and experimental technology may be approved for new construction only with the consent of the Indiana State Department of Health (ISDH).
- A septic system repair using alternative or experimental technology will be approved by the LPCHD on a case by case basis.
- All commercial septic systems, new or repair/replacement, must first contact the ISDH. The LPCHD will issue a septic permit once the ISDH has given approval.
- All septic installers must be registered, bonded, and certified with the LPCHD. Please ask for a current list of Installers.
- All systems, new and repair/replacement, will require an operating permit which will be renewed every three (3) to five (5) years. Renewing rate will be determined by system type.
- All properties septic systems with-in 200' of Lake Michigan will require ISDH review.