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We would like to take this opportunity to outline some of the basic requirements for the installation and repairs of private sewage disposal systems in Coles County:

- It shall be unlawful for any person to construct, alter, or extend a private sewage disposal system within Coles County unless he holds a valid permit issued by the Coles County Health Department stating the name of such person for which the specific construction, alteration, or extension is proposed. Said permit shall indicate a maximum permissible waste loading.
- All applications for permits granted under provisions of this Ordinance shall be made to the Coles County Health Department.
- A permit shall only be issued to an Illinois Licensed Private Sewage Disposal Installation Contractor who is registered in Coles County or to a homeowner installing his own private sewage disposal system.
- Permit application forms provided by the Coles County Health Department shall be completed and signed by each applicant and homeowner, and shall include the following:
 - Name and address of the applicant and the subdivision, lot and block number, or legal description of the proposed site of construction, alteration, or extension;
 - Complete plan of the proposed private sewage disposal system with substantiating data, if necessary, attesting to its compliance with the minimum standards of the Coles County Private Sewage Disposal System Ordinance.
 - A properly completed and signed home/property owner maintenance acknowledgment
- The Coles County Health Department may refuse to grant a permit for construction of a private sewage disposal system where public or community sewage systems are available. A sewer shall be deemed available when a public sewer line is in place within any street, alley, right-a-way, or easement that adjoins or abuts the premises for which a permit is requested, or when the improvements to be served is located within a reasonable distance of a public sewer to which a connection is practical and is permitted by the controlling authority for the sewer. A reasonable distance for the purpose of this provision shall be deemed to be not greater than 300 feet for a single family residence and not greater than 1,000 feet for a commercial establishment or multi-family dwelling.
- Said permit to construct is valid for a period of six months from date of issuance. If construction has not started within this period, the permit is void.
- Illinois Private Sewage Disposal Code requires that an adequate site evaluation be performed prior to submitting an application. This will help identify potential need for variances. Field variances will not be given for items that are required to be identified on the application. Plans or drawings are to be reasonably to scale indicating the lot size with dimensions showing the location of the system, type of system to be constructed, the dimensions and length of laterals to be installed, distances to water lines, water wells, potable water storage tanks, and buildings, site elevations and ground surface elevations sufficient to determine the elevation of system components and the slope of the ground surface, or soil evaluations, location of sanitary sewer, if available, and typical cross section of the system. Permit applications will be rejected if they lack the required information. Permit applications that are incomplete will be returned.
- Permit applications are required to be submitted to this office for evaluation and approval a minimum of 7 days prior to starting a job. No work shall be started nor will any inspections be made, until a

permit has been submitted to this office. We have a fax number by which applications can be submitted. We understand there may be emergency situations and they will be handled on a case by case basis.

- Whenever an easement is required, the easement is to be recorded in the County Clerk's office and a copy included with the permit application. No work on a private sewage disposal system shall start until an easement has been recorded.
- In order to determine what type and size of system will be required it is necessary to have a soils evaluation conducted on the site. A soils evaluation is the most accurate and reliable method of determining system design and performance. The seepage field may not be installed within 2 to 3 feet of the limiting layer based on the results on the soil evaluation. Seasonal high water table may be corrected if a curtain drain is installed around the seepage field. All paperwork related to the soils evaluation shall be submitted with the permit application.
- A sample port is to be provided on the effluent line from systems with surface discharges, unless a free fall discharge from the system is easily accessible.
- Effluent must remain on the property of the homeowner.
- There shall be no connections such as joints, splices, or fittings within the area of the over dig around the septic tank. (Section 905.40(e)(3)). If it cannot be avoided the over dig will be required to be backfilled with sand.
- Chlorinators will be required for all surface discharging wastewater treatment systems.
- Animal guards are required at the outlets of surface discharge tiles and on sand filter vents.
- Alarms for aeration systems and lift stations are required by Code to be located outside of the building served, in plain site on a dedicated circuit with an electrical disconnect within 50 feet of the device. The alarm shall be housed in a weather proof box.
- Buried sand filters shall be constructed according to the IL Sewage Code and Coles County Buried Sand Filter Handout. Copies are available at this office.
- Section 8.4 of the Coles County Private Sewage Disposal System Ordinance prohibits backfilling any portion of a private sewage disposal system prior to being inspected. If any portion is covered, you will be required to uncover that portion.

If you have any questions or if you are not sure about requirements, please do not hesitate to give us a call. Although we may not always be available, we will return your call as soon as possible.