



# WILL COUNTY HEALTH DEPARTMENT & COMMUNITY HEALTH CENTER

## Meeting Health Department requirements for "Sign Off"

Zoning and building permit reviews require a **Will County Health Department "Sign Off"** (*permits including but not limited to pools, sheds, garages, driveways, irrigation systems, remodels, additions, decks, porches, patios, pole barns*). A **site plan** is required before this department can sign off on any proposal. The site plan is a drawing, usually to scale, that indicates exact location of all existing and proposed structures, parking areas, decks, pools, etc. The following distances are the minimum allowed to any portion of a private sewage disposal system. **There is a \$20 fee for all sign offs.**

- **Structures (house, garage, shed, above ground pool, deck, parking areas, etc.)** must be **10 feet** away from any part of the septic system.
- In ground pool, must be **25 feet** away from any part of the septic system.

The Health Department may have a copy of the layout of your septic system to assist you in providing a scaled site plan. The owner can call the Health Department with the Parcel Identification Number (PIN) located on a tax bill.

### Case # 1: A septic installation permit is on file at Environmental Health

- A.) A copy of the final inspection drawing will be provided to the homeowner by fax, mail or can be picked-up when requested. NOTE: This drawing is not to scale.
- B.) The final inspection septic drawing needs to be transferred to scale and drawn on the homeowner's site plan by the homeowners or contractor.
- C.) WCHD will verify that the scaled site plan is in compliance with the Will County Sewage Treatment and Disposal Ordinance.
- D.) **There is a \$20 fee for all sign offs.**

### Case # 2: No record of a septic permit exists.

- A.) Homeowner must locate all components of the private sewage disposal system. This may require the assistance of a licensed private sewage contractor. WCHD cannot be responsible for locating undocumented systems.
- B.) The homeowner must overlay the septic information onto a scaled site plan and submit it to the Health Department, Environmental Dept.
- C.) Once located, the system must be physically marked on-site with (spray paint or similar markings). WCHD will verify septic location via a service request. **There is a \$65 fee for all septic verifications.**
- D.) WCHD will verify site plan compliance with the Will County Sewage Treatment and Disposal Ordinance.

**North Branch Office:** 323 Quadrangle Dr. Bolingbrook, IL 60440 (630) 679-7030

- Wheatland, DuPage, Plainfield, Lockport, Homer Townships.

**Joliet Branch Office:** 501 Ella Ave. Joliet, IL 60433 (815) 727-8490 –

- Troy, Joliet, New Lenox, Jackson, Wilton, Channahon, Manhattan, Florence, Wilmington, Reed Custer/Wesley Townships.

**East Branch Office:** 5601 W Monee-Manhattan Rd Ste. 109, Monee, IL 60449 - (708) 534-5721

- Frankfort, Monee, Green Garden, Will, Crete, Peotone, Washington Townships.



**Public Health**  
Prevent. Promote. Protect.

*Main Office*  
501 Ella Avenue  
Joliet, IL 60433  
Ph 815.727.8480  
Fx 815.727.8484

*Community Health Center*  
1106 Neal Avenue  
Joliet, IL 60433  
Ph 815.727.8670  
Fx 815.727.5975

*Eastern Branch Office*  
5601 W. Monee-Manhattan Rd., Suite 109  
Monee, IL 60449  
Ph 815.727.8803  
Ph 708.534.0800  
Fx 708.534.3455

*Northern Branch Office*  
323 Quadrangle Dr.  
Bolingbrook, IL 60440  
Ph 630.679.7000  
Fx 630.679.7015