

“Deliver sustainable programs and policies in response to the public health needs of the community”

Environmental Health Requirements for “Sign Off”

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 the exact location of all existing and proposed structures, parking areas, decks, pools, etc. The following distances are the **minimum allowable** to any portion of a private sewage disposal system.

- **Structures** (house, garage, shed, above ground pool, deck, parking, etc.) must be **10 feet** away from any portion of the septic system.
- **In ground pools, irrigation systems and ponds** must be **25 feet** away from any portion of the septic system.

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

- A. A copy of the final inspection drawing is provided to the homeowner upon request. NOTE: This drawing is NOT to scale.
- B. The final inspection septic drawing needs to be transferred and drawn to scale, with measurements from the septic tank to the proposed structure and from the septic field to the proposed structure on the site plan.
- C. WCHD will verify that the to-scale site plan is in compliance with the Will County Onsite Wastewater Treatment Ordinance.
- D. **There is a \$25 fee for this Sign Off.**

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

- A. The homeowner must locate all components of the private sewage disposal system (tank(s) and field lines). This may require the assistance of a licensed private sewage contractor. WCHD cannot be responsible for locating undocumented systems.
- B. The homeowner must provide a to-scale site plan that includes the septic information and the proposed structure, along with distance measurements from the proposed structure to the septic tank and to the septic field.
- C. Once the tank and field are located, they must be physically marked on site with spray paint, flags, or similar markings.
- D. WCHD will verify the septic location and the site plan compliance with the Will County Onsite Wastewater Treatment Ordinance.
- E. **There is a \$75 fee for septic verifications.**

***If completing this transaction electronically, please email documentation to eh@willcountyhealth.org. The appropriate fee may be paid online at www.govpaynow.com/gps/user/plc/7078 [*there is a small service fee applied for all credit/debit card payments]**

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