

New Septic System Installations:

- ✓ Fill out the attached septic permit application and submit the application along with the **\$250.00** septic permit fee to Butler County Public Health, P.O. Box 325, Allison, IA 50602.
- ✓ If building a new structure, contact the Zoning Administrator, Mitch Nordmeyer, phone number 319-267-2113, to apply for a building permit. Contact County Engineer's office at 319-267-2630 if site needs an address.
- ✓ Line up a certified and licensed septic installer to install the new septic system. A list of contractors is attached.
- ✓ The septic installer will need to schedule a site evaluation with the Sanitarian to o.k. the location and size of septic system. This includes digging a 6' test hole in order to verify soil type. Tank size is based on number of bedrooms.

General Setbacks:

- ✓ 50' from septic tank to well
- ✓ 100' from leach field to well.
- ✓ 10' from property lines unless an easement agreement is recorded, water lines, structures, and perforated tile lines.

Other Information:

- ✓ All plumbing must go through the septic system with the exception of water softeners and floor drains.
 - ✓ The septic tank will have an effluent filter in the outlet side of the tank. This filter should be checked and cleaned at least annually.
 - ✓ The tank should be pumped every 3-5 years.
 - ✓ Do not drive over the leach field with anything bigger than a lawn tractor.
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- ✓ During the installation the Sanitarian will make a visit to the site to perform an inspection. A copy of the permit and a diagram of the septic system will be sent to the property owner after the system has been installed and inspected.

Time of Transfer Information:

- ✓ If you are selling a building served by a septic system, the septic system must be inspected before it can be transferred. The following are some exemptions that apply (a complete list of exemptions can be found in IAC 567-69):
 1. Transfers between grandparents/parents/children.
 2. Transfers by a bank in lieu of a foreclosure.
 3. Transfers by Estates/Conservatorships/Trusts.
 4. Transfers between joint tenants.
 5. Transfers with consideration less than \$500.00.
 6. Septic systems that were installed within 2 years of the property being transferred. A permit number will be required for this exemption.

- ✓ The inspection report will need to be attached to the GWHS in order to transfer the property. In the event that weather prevents a time of transfer inspection from taking place, a Future Inspection Waiver will need to be signed by both the buyer and Butler County and attached to the GWHS in place of the inspection report. The buyer will then be responsible for replacing the septic system if it is found to be failing.

- ✓ If the building served by the septic system is going to be demolished. A Future Demolition Waiver will need to be signed by both the buyer and Butler County and attached to the GWHS in place of the inspection report.

- ✓ If the septic system discharges to a ditch, farm tile, surface discharges, or otherwise does not have a leach field or other secondary treatment, **the system will need to be replaced and no inspection is necessary.** If weather prevents the installation from taking place before it transfers or if the buyer has agreed to replace the system, a Future Installation Waiver will need to be signed by both the buyer and Butler County and attached to the GWHS in place of the inspection report.

Water Testing, Well Plugging, Well Rehabilitations:

- ✓ If there is an existing well on the property that has been abandoned, please keep in mind that the County will reimburse up to \$400.00 to plug the abandoned well. The County also reimburses up to \$600.00 to renovate a well pit, which includes moving the pressure tank to the basement, bringing the well casing above ground, and filling in the well pit. We also perform free water testing to check the well for bacteria, e. coli and nitrates. Please contact the office at 319-267-2934 if you want to have your water tested.