



BROWN COUNTY HEALTH DEPARTMENT

Steps on how to obtain a septic permit



NOTE: All documents submitted to the health department must be under the property owner's name.

All required documents must be submitted on 8 ½ x 11" white paper.

The health department will provide you with a list of soil scientists and Brown County certified septic installers.

1. Contact a registered soil scientist to obtain a soil analysis of your property.
2. The soil scientist provides a copy of the soil analysis to the health department.
3. The health department creates a spec sheet based on the soil analysis. (This takes 1-2 business days.)
4. Call the health department (812-988-2255) for a copy of the spec sheet. You will use the spec sheet to get quotes from septic installers.

Once you've chosen a septic installer, provide the following documents to the health department to apply for a permit:

_____ **Application/Bedroom Affidavit** (Completed, signed and dated by the property owner)

_____ **House plans** that show bedrooms, baths, kitchen, etc.

_____ **Elevations** of the house showing number of stories, basement, etc.

_____ **Property deed** (This is at the recorder's office)

_____ **Plot plan** (This is at the surveyor's office)

_____ A **layout (drawing) of your septic system** provided by your septic installer.

Allow approximately 1 to 2 days for the documents to be reviewed by EHS. Once approved by EHS, you may obtain a septic permit. Call the office and ask the front office personnel if it is ready to be permitted.

The cost of a permit is \$100 for pipe/gravel and \$200 for Presby or mound. Permits are good for one year.

If your septic system is in need of repair, you will still need to contact a septic installer to find out if your system can be repaired or needs to be replaced.

Brown County Health Department -- 812-988-2255 -- Monday through Friday, 8 am to 4 pm.

The Brown County Health Department, Recorder and Surveyor's office are at the
County Office Building, 201 Locust Lane, Nashville, IN