



Department of Environmental Services

Local Environmental Protection Program

Derek Norrick, Director

2363 Jeep Road

Abilene, KS 67410

(785) 263-4780

APPLICATION FOR A PERMIT TO INSTALL OR MODIFY

Include \$150 Permit/Application Fee

PERMIT TYPE: New Construction Replacement Modification Well

To be installed: Tank (Poly) (Concrete) Laterals Lagoon _____

Property Owner: _____ **Phone:** _____

Mailing Address: _____
Street City State Zip

Email Address: _____

Property Location: _____
Street City State Zip

Legal: _____ Corner _____ /4 _____ Section _____ Township _____ Range

Is there a public sewer line within 400 feet of the property? Yes No

Source of Water Supply? Private Well Public Water Supply Other _____

Number of people to be served: _____ Number of bedrooms: _____

Check any of the following items you intend to have drain into your system:

- Toilets Sinks and/or Washbasins
- Clothes Washer Dish Washing Machine
- Roof Drain* Water Softener
- Floor Drain* Basement Sump Pump
- Foundation Drain* Reverse Osmosis Water Treatment System
- Garbage Disposal Other _____

* These items should be excluded from a septic tank and lateral field

Dickinson County Sanitary Code requires that:

- No person shall develop any private wastewater system until the plans and specifications have been approved by the Dickinson County Sanitarian.
- All private wastewater systems must be inspected and approved by the Dickinson County Sanitarian for compliance with the approved plans; and no portion of the system shall be covered or made inaccessible prior to inspection.
- No person shall use, or permit to be used, any private wastewater system until they have received a permit from the Dickinson County Sanitarian.

I certify the information on this application is true and correct to the best of my knowledge and belief.

Signature of Applicant: _____ Date: _____



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-----FOR OFFICE USE ONLY-----

Date Received: ___/___/___ from: _____

Fee Paid: ___/___/___, Cash Credit Card Check # _____ Initials: _____

Permit: APPROVED DENIED Permit # _____

Derek Norrick

Date



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NEW OR MODIFIED WASTEWATER SYSTEM

PERMIT PROCEDURE

BUILDING PERMIT – If a new wastewater system is to be installed or modified in conjunction with a new structure or addition, see the Zoning Administrator, located in the county courthouse at Buckeye and 1st, for a building permit. A building permit will not be issued without adequate provisions for a wastewater system. The Zoning office assigns street and road addresses as well.

WASTEWATER SYSTEM PERMIT APPLICATION – See the Environmental Sanitarian for an application for a wastewater system permit located at the county transfer station at 2363 Jeep Road. This is an opportunity to obtain relevant technical guidance and instructions. Submit the completed application with the fee payable to the Dickinson County Department of Environmental Services. Sanitary Code requires the fee to be paid prior to processing the application.

SITE & SOIL EVALUATION – The Sanitarian will evaluate the site and soil. The owner will need to have a hole dug for the soil profile. Contact the Sanitarian to schedule a visit to the site to discuss your plans and preferences. The Sanitarian will conduct the soil profile and take samples. After the site visit and soil evaluation is completed, the information will be processed and the recommendations for the system provided to the owner.

WASTEWATER SYSTEM CONSTRUCTION PERMIT – The Sanitarian will have provided recommendations and requirements of the new wastewater system to the owner. This may be given to installers for bids. A plan must be submitted for approval by the Sanitarian, after which the owner will receive a permit from the Sanitarian to construct the wastewater system.

WASTEWATER SYSTEM INSPECTION – Contact the Sanitarian when the construction is planned so that the inspection can be scheduled. Code requires a newly constructed septic system to be partially open for inspection and not covered until this has been accomplished. After the system is inspected and found in compliance with the code, it may be covered. The Sanitarian will take pictures and make a diagram of the system for future reference.