

**CLINTON COUNTY HEALTH DEPARTMENT**

930 A Fairfax St., Carlyle, IL 62231

Phone (618) 594-2723 FAX (618) 594-5474

[environmentalhealth@clintonco.illinois.gov](mailto:environmentalhealth@clintonco.illinois.gov)

**PRIVATE SEWAGE DISPOSAL SYSTEM INFORMATION PACKET**

Permit Fee: \$125.00

1. All private sewage disposal systems, either new installations, replacements or modifications must have a valid construction permit issued by the Clinton County Health Department. Once a sewage permit is issued, County Zoning is notified and a copy of the permit is mailed to the property owner and Private Sewage Disposal System Installation Contractor.
2. **General recommended steps to follow for obtaining a valid Private Sewage Disposal System Construction Permit:**
  - a. **Contact a Licensed Private Sewage Installation Contractor.** The Sewage Contractor is responsible for designing your private sewage disposal system, performing necessary site visits, and helping you fill out the Private Sewage Disposal Application enclosed within this packet. The Sewage Contractor's signature is required on the Application. Please refer to the enclosed list of Licensed Sewage Installation Contractors working within Clinton County.
  - b. Existing homes or buildings must have all wastewater drains connected to the sewage system (stools, showers, sinks, laundry drains, etc.), excluding perimeter tile, sump pumps and gutter drains. Gray water discharges are prohibited.
  - c. A Soil Evaluation must be completed for all subsurface disposal systems. Contact a Certified Professional Soil Classifier for a Soil Evaluation. Soil samples should be taken in the area where the subsurface seepage field will be installed. Note, the majority of soils in Clinton County have a seasonal high water table. Please refer to the enclosed list of Certified Professional Soil Classifiers working within Clinton County.
  - d. Applicants wanting to install a surface discharging private sewage system will have to read and sign the EPA NPDES General Permit Information & Release Form. **Sewage Applications for surface discharging systems will not be processed if this form is not signed and submitted with the application.**
  - e. Properties located in flood zones may be required to obtain a FEMA LOMA document, for more information contact Clinton County Zoning, 618-594-6655. Properties nearby Carlyle Lake located within flowage easement should contact the Army Corp of Engineers, 618-594-2484, before applying for a sewage permit.
  - f. **The Soil Evaluation Report, EPA NPDES Permit Information & Release Form and completed Sewage Application with a detailed System Design Sketch and \$125.00 permit fee needs to be submitted to the Clinton County Health Department. Upon satisfactory review, a Construction Permit will be issued. Allow 15 days for sewage application review and processing.**
3. Installation of the sewage system must be performed by a State Licensed Private Sewage Disposal Contractor, with the homeowner as an exemption to this regulation. Please refer to the enclosed list of Licensed Sewage Installation Contractors working within Clinton County.
4. Soil Evaluations are necessary to determine the size of the seepage field and depth to the Seasonal High Water Table. The bottom of a seepage field behind a septic tank must have a 2-3 feet separation from the Seasonal High Water Table. A subsurface seepage field (no surface discharge) behind an aeration tank can be 2/3 the required size and have a 1 foot separation from the bottom of the seepage field to

the Seasonal High Water Table. Please refer to the enclosed list of Certified Professional Soil Classifiers working within Clinton County.

5. Curtain/Perimeter Drains surrounding a subsurface seepage field shall be located 10 feet from the nearest lateral and if possible installed on the upper slope above the sewage seepage field and on more than one side of the seepage field. **It is recommended that the curtain drain be a minimum of 4 feet deep, use geotextile sleeve around a 4 inch perforated pipe, fill the trench with clean river rock (not limestone rock) and cover the rocked trench with a maximum of 12 inches of fill dirt if any at all.**
6. An Effluent Reduction Trench (ERT) system equal to 150 square feet of absorption area per bedroom shall be installed after a surface discharging aeration unit. Minimum spacing for ERT shall be 10 feet from center to center of distribution lines. **A Soil Evaluation Report is required for ERT.** The surface discharge point must be at least 25 feet from property lines and effluent must remain on the property.
7. Submitted sewage system design sketch must observe and label the following minimum allowable distances in FEET: (Cleanouts are required every 50 feet from the building to the tank)

	Cistern, Well, Suction Line from Pump to Well	Water Supply Line	Lake, Stream, In-ground Pool, Other B of W Dwelling	Property Property Line	Property Property Line	Artificial Drain
Building Sewer	50	10	25	-	-	-
Septic or Aeration Tank	50	10	25	5	5	-
Subsurface Seepage System	75	25	25	10	5	10
Sand Filter	75	25	15	10	5	10
Surface Discharge Effluent Line	50	10	-	-	5	-
Effluent Receiving Trench	75	25	15	10	5	10
<b>Treated Effluent Discharge Point</b>	50	10	-	20	<b>25</b>	25

**✓ Aeration unit discharges must be installed in a manner that will not create a nuisance ponding condition, either on or off your property.**

8. **The Clinton County Health Department’s recommended setback distance between a subsurface sewage seepage field and Horizontal Geothermal Loops is 25 feet.**
9. The Illinois Private Sewage Disposal Licensing Act and Code [77 Ill Adm. Code 905] section 905.20(q) requires written acknowledgement from the property owner that they are aware of and accept the responsibility to service and maintain the private sewage disposal system in accordance with the Act and this Part. The property owner or the private sewage disposal system owner shall maintain all maintenance records on forms provided or approved by the Department and make records available upon request by the Department or Local Authority. These records shall be transferred from the owner to owner. Records shall be kept for the life of the system. **The signature by the property owners on the construction permit for any private sewage disposal system being installed, renovated or modified serves as written acknowledgement that the property owners are aware of and accept the responsibility to service and maintain the private sewage disposal system.**
10. After a Private Sewage Disposal Construction Permit has been issued and you are ready to install the sewage system, contact the Health Department at least **48 HOURS** prior to construction to schedule an inspection. An onsite inspection is required for compliance with the Clinton County Private Sewage Code and State Private Sewage Disposal Act and Code prior to covering the system.

CCHD Permit # \_\_\_\_\_

[ ] New System  
[ ] Renovation/Replacement

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**PRIVATE SEWAGE DISPOSAL SYSTEM APPLICATION**

Permit Fee: \$125.00

**IMPORTANT:** Clinton County Health Department does not guarantee trouble free operation of this sewage treatment system by the issuance of a sewage permit or final approval of the installation. The contractor is responsible for the installation in compliance with the Illinois Private Sewage Disposal Licensing Act and Code. By signing this application the property owner assumes full responsibility for maintenance and record keeping, as outlined in Section 905.20(q) of the Illinois Private Sewage Disposal Licensing Act and Code; and assumes full responsibility for any nuisance or health hazard that might result from the use of the system. A designated area for a subsurface seepage system shall be secured prior to and throughout construction of the site.

**Application Instructions:** All portions of this application must be completed before a Sewage Permit is issued.

- 1. **Homeowner:** (current address)  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Zip \_\_\_\_\_  
Phone Number: \_\_\_\_\_
- 2. **Licensed Sewage Contractor:**  
Name \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
License # \_\_\_\_\_

(Note: Work not done by a homeowner must be done by a state licensed and Clinton Co. registered sewage contractor)

- 3. **Location:** Street Address: \_\_\_\_\_ Subdivision \_\_\_\_\_  
City: \_\_\_\_\_ Zip: \_\_\_\_\_ Lot# \_\_\_\_\_  
Acreage/Lot Size \_\_\_\_\_ **Parcel #** \_\_\_\_\_  
Township \_\_\_\_\_(N)(S) Range \_\_\_\_\_(E)(W) Section \_\_\_\_\_

- 4. **Directions to Proposed Site:** (Highway #, Secondary Roads, Signs, etc.)  
\_\_\_\_\_  
\_\_\_\_\_

- 5. **Site Information:** (Check all that apply)  
Residential dwelling \_\_\_\_\_ # of Bedrooms \_\_\_\_\_ Basement \_\_\_\_\_  
Garbage Disposal \_\_\_\_\_ Water Softener \_\_\_\_\_ Hot Tub \_\_\_\_\_  
Seasonal dwelling \_\_\_\_\_ Camper \_\_\_\_\_ Approximate days/year usage \_\_\_\_\_  
Non-Residential (specify) \_\_\_\_\_ # of Employees \_\_\_\_\_ Water usage per day \_\_\_\_\_ gallons  
Water Supply: Public \_\_\_\_\_ Well \_\_\_\_\_ Cistern \_\_\_\_\_ Other \_\_\_\_\_

- 6. **Soils Investigation:** (Include report copy with application. Not required for surface discharge on aeration units)  
Conducted by: \_\_\_\_\_ Date: \_\_\_\_\_  
Soil Type \_\_\_\_\_ HWT \_\_\_\_\_ Loading Rate \_\_\_\_\_

- 7. **Proposed Private Sewage Disposal System:**  
Does this system discharge to Waters of the United States? (no/yes list) \_\_\_\_\_ If yes, have you applied for an NPDES permit with the USEPA? (no/yes) Application Date: \_\_\_\_\_ Permit # \_\_\_\_\_

**Septic Tank** Size \_\_\_\_\_ gallons Manufacturer \_\_\_\_\_ IL # \_\_\_\_\_  
Subsurface Seepage Field \_\_\_\_\_ sq ft. Trench width \_\_\_\_\_  
Gravel-less System \_\_\_\_\_ Style/Size \_\_\_\_\_  
Buried Sand Filter \_\_\_\_\_ sq ft. Length \_\_\_\_\_ ft. Width \_\_\_\_\_ ft.  
Other \_\_\_\_\_

**Aerobic Treatment Unit**  
Brand Name/Model \_\_\_\_\_ Treatment Capacity \_\_\_\_\_ GPD  
Manufacturer/Dealer \_\_\_\_\_ Chlorination tank \_\_\_\_\_ gallons  
Location of audible and visual alarm \_\_\_\_\_ Effluent discharge to: \_\_\_\_\_  
Receiving trench/Nuisance lateral installed \_\_\_\_\_ sq ft. **Trench material** \_\_\_\_\_

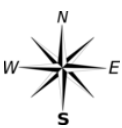
8. **Sketch Location of Proposed Sewage System:** Sketch locations of the house, property lines, water well, water supply line, water main, geothermal wells, horizontal geothermal loops and proposed private sewage system, along with labeled distances. **Don't forget to check the location of your neighbor's well.**

**The following minimum allowable distances must be observed (FEET):**

	Cistern, Wells, Suction Line from Pump To Well	Water Supply Line	Lake, Stream, In-ground Pool, Other B of W	Property Dwelling	Property Line	Artificial Drain
Building Sewer	50	10	25	-	-	-
Septic or Aeration Tank	50	10/25 (water)	25	5	5	-
Subsurface Seepage System	75	25	(main) 25	10	5	10
Sand Filter	75	25	15	10	5	10
Surface Discharge Effluent Line	50	10	-	-	5	-
Effluent Receiving Trench	75	25	15	10	5	10
Treated Effluent Discharge Point	50	10	-	20	<b>25</b>	25

- All wastewater drains **MUST** be connected to the sewage disposal system (stools, showers, sinks, laundry drains, etc.), excluding perimeter tile, sump pumps, gutter drains, etc.

**Detailed Sketch**



**Make sure to include the following information in the diagram:**

Water Supply/Wells Shown \_\_\_\_\_ Utilities Shown \_\_\_\_\_ Geothermal Shown \_\_\_\_\_  
 Lot Slope (flat, hillside, etc.) \_\_\_\_\_ Location of Soil Borings \_\_\_\_\_ Distances Labeled \_\_\_\_\_  
 Bodies of Water \_\_\_\_\_

**By signing below I certify that the attached documents and information provided on this form is complete and correct and that, if approved, the work will conform with the current Illinois Private Sewage Disposal Licensing Act and Code [77 Ill Adm. Code 905]. I understand that obtaining an NPDES permit from the USEPA is required when discharging to Waters of the US. EPA's regulation 40 C.F.R § 122.2 defines Waters of the United States.**

\_\_\_\_\_  
**Signature of Owner**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Contractor**

\_\_\_\_\_  
**Date**

(Office Use) Date fee paid \_\_\_\_\_

Check # \_\_\_\_\_

# EPA, NPDES General Permit Information and Release Form

(Page 1)

The United States Environmental Protection Agency has made a final decision to issue the National Pollutant Discharge Elimination System (NPDES) General Permit for point source discharges of pollutants from new or replacement individual wastewater treatment systems to federally protected waters in Illinois. This General Permit will become effective on February 10, 2014.

According to the EPA, it is the responsibility of the potential discharger to determine whether or not his or her system might discharge to a water of the United States. EPA suggests a common sense way of evaluating whether you are required to be covered by a NPDES General Permit, if you were to install a new or replacement surface discharging system on your land, would effluent or pollutants from your system end up in a water of the United States or a conveyance to a water of the United States. The NPDES General Permit defines Waters of the United States as follows:

**Waters of the United States-** EPA's regulation at 40 C.F.R § 122.2 defines Waters of the United States as follows:

1. All waters which are currently used, were used in the past, or may be susceptible to use in interstate or foreign commerce, including all waters which are subject to the ebb and flow of the tide;
2. All interstate waters, including interstate "wetlands;"
3. All other waters such as intrastate lakes, rivers, streams (including intermittent streams), mudflats, sandflats, "wetlands," sloughs, prairie potholes, wet meadows, playa lakes, or natural ponds, the use, degradation, or destruction of which would affect or could affect interstate or foreign commerce including any such waters:
  - a. Which are or could be used by interstate or foreign travelers for recreational or other purposes;
  - b. From which fish or shellfish are or could be taken and sold in interstate or foreign commerce; or
  - c. Which are used or could be used for industrial purposes by industries in interstate commerce;
4. All impoundments of waters otherwise defined as waters of the United States under this definition;
5. Tributaries of waters identified in paragraphs 1 through 4 of this definition;
6. The territorial sea; and
7. "Wetlands" adjacent to waters (other than waters that are themselves wetlands) identified in paragraphs 1 through 6 of this definition.

If you have determined that discharge from your private sewage system may enter Waters of the United States or conveyances to Waters of the United States, then you will need to apply for an NPDES General Permit or install an alternative subsurface sewage treatment system. The Clinton County Health Department recommends installing a subsurface system.

# EPA, NPDES General Permit Information and Release Form

(Page 2)

To obtain coverage under the NPDES General Permit:

- The property owner must submit a notice of intent (NOI) and supplemental information required in the General Permit as follows:
  - Technological Feasibility: Owners or operators must submit a written determination that concludes that an individual or Soil Based Cluster System and all other alternatives to a Surface Discharging system are not technologically feasible. Feasibility determinations for soil based systems shall be based on Soil Investigation and Site Evaluation Reports. **Note, alternatives to surface discharging systems are not limited to a septic tank followed by a subsurface seepage field.**
  - Economic Feasibility: EPA has developed a spreadsheet tool that must be used by the applicant to calculate average annualized costs and determine whether or not they exceed 2% of their annual household adjusted gross income, as averaged over the three most recent full calendar years.
- Send the NOI via certified mail to USEPA, Region 5, Water Division, Chicago.
- EPA will review the NOI and make a decision 30 calendar days from the date it receives the NOI.
- Unless coverage is denied, the property owner is eligible to discharge in accordance with the General Permit **30 calendar days** after EPA receives the NOI.

If coverage under the NPDES General Permit is denied, EPA will notify both the applicant and the applicable county health department of EPA's decision to deny permit coverage. EPA will notify both parties by telephone and follow up with a formal letter on the decision.

**It is important to inform you that if you do obtain an NPDES General Permit, you will be required to comply with inspections, monitoring, effluent sampling every 6 months, reporting, records retention, and other tasks described in the permit.**

For more information concerning NPDES General Permit go to the USEPA website at [www.epa.gov/region5/water/npdestek/surfacedischarge/](http://www.epa.gov/region5/water/npdestek/surfacedischarge/) or contact Mark Ackerman with the USEPA, 312-353-4145, [ackerman.mark@epa.gov](mailto:ackerman.mark@epa.gov), or contact the Clinton County Health Department, 618-594-2723, ext. 324, [environmentalhealth@clintonco.illinois.gov](mailto:environmentalhealth@clintonco.illinois.gov).

**Applicants for a Clinton County Sewage Permit with an existing or proposed private sewage system that may discharge to Waters of the United States must sign and date below to certify that you fully understand the contents of this document and the requirements of the NPDES General Permit, and accept full responsibility for violations of the NPDES permit and nuisances or environmental health hazards that may result from the use of your system.**

\_\_\_\_\_,  
Signature of Property Owner

\_\_\_\_\_  
Date

## SEPTIC SYSTEM DO's AND DON'Ts

### DO's

- Learn the location of your septic tank and lateral field. Keep a sketch of it handy along with your maintenance records for service visits.
- Have your septic system inspected annually
- Have your septic tank pumped out regularly by a Licensed Private Sewage Pumper.
- Know the location of your septic tank inspection port. The inspection port should be within 12 inches of the ground surface.
- Call a professional whenever you experience problems with your system, or if there are any signs of system failure.
- Keep a detailed record of repairs, pumpings, inspections, permits issued, and other maintenance activities.
- Conserve water to avoid overloading the system. Be sure to repair any leaking faucets or toilets. Spread laundry out over the week. Once a week multiple loads are not recommended.
- Divert other sources of water, like roof drains, house footing drains and sump pumps, away from the septic system. Excessive water can overload the drain field.

### DON'Ts

- Go down into a septic tank. Toxic gases are produced by the natural treatment processes in septic tanks and can kill in minutes. Extreme care should be taken when inspecting a septic tank, even when just looking in.
- Allow anyone to drive or park over any part of the septic system.
- Plant anything over or near the drain field except grass. Roots from trees or shrubs may clog and damage the drain lines.
- Dig in your drain field or build anything over it, and don't cover the drain field with a hard surface such as concrete or asphalt. The area over the drain field should have only a grass cover. The grass will prevent erosion and will help remove water.
- Make or allow repairs to your septic system without obtaining the required Health Department Permit. Use Licensed Private Sewage Disposal Contractors when needed.
- Use septic tank additives. These products usually do not help and some may even be harmful to your system.
- Use your toilet as a trash can or poison your septic tank and ground water by pouring harmful chemicals or cleansers down the drain. Harsh chemicals can kill the beneficial bacteria that treat your waste water.
- Use a garbage disposal without checking with your local Health Department to make sure your septic tank can accommodate the additional waste.
- Allow backwash from home water softeners or hot tub to enter the septic tank.

#### **DO NOT FLUSH:**

- **Coffee grounds**
- **Personal Medicines**
- **Disposable diapers**
- **Kitty litter**
- **Sanitary napkins**
- **Tampons**
- **Cigarette butts**
- **Condoms**
- **Fats, Grease or Oil**
- **Paper towels**
- **Hazardous chemicals**

- **These items can destroy the biological digestion taking place within your septic tank.**

## **MAINTENANCE OF AERATION UNITS**

### **OWNER RESPONSIBILITIES:**

**READ THE OWNER'S MANUAL**, if you do not receive a manual please contact the installer, dealer or manufacturer.

- ✓ The aeration unit is not maintenance free and at some time may need to be pumped. The aeration unit should not emit any septic odors.
- ✓ On a monthly basis you should check for odors around the aeration unit and in the water being discharged. Report any odors and any discolored water (effluent) being discharged.
- ✓ Discharged effluent must be chlorinated, maintain chlorine feeder and chlorine tank as needed.
- ✓ Aerobic treatment units require evaluation and maintenance at least once every 6 months.

### **TO ENSURE PROPER OPERATION AND MINIMIZE PROBLEMS, PLEASE REVIEW AND FOLLOW THESE GUIDELINES:**

1. DO NOT add strong detergents, disinfectants or bleach (other than very small amounts used in daily household cleaning and laundry) to the system.
2. DO NOT allow the discharge of any clear water discharges (water softeners, air conditioners, footing drains, sump pumps, etc.) into the system.
3. DO NOT allow any disposable items such as: diapers, tampons, sanitary napkins, large quantities of paper products, tobacco products, non-biodegradable items, into the system.
4. DO NOT allow coffee grounds, chemical waste, paint, personal medicines, oils or grease (such as cooking grease) into the system.
5. Anything you cannot eat or digest should not be placed in your aeration unit.



## CLINTON COUNTY

### LICENSED PRIVATE SEWAGE INSTALLATION CONTRACTORS

**James C. Markus**  
Aviston, IL 62216  
Cell: 444-6683

**Roger Koerkenmeier**  
Breese, IL 62230  
Cell: 920-8566

**Keith Lampe**  
Germantown, IL 62245  
Cell: 210-6207

**Dennis Strubhart**  
Aviston, IL 62216  
Office: 228-7702

**Ralph Rakers**  
Carlyle, IL 62231  
Cell: 581-3975

**Mark Steinkamp**  
Addieville, IL 62214  
Cell: 246-7623

**Tony Lusch**  
Salem, IL 62881  
Office: 548-2637

**Kurt Wuhrlé**  
Lebanon, IL 62254  
Cell: 741-3849

**Steve Bost**  
Pocahontas, IL 62275  
Cell: 781-8350

**Mike Kidd**  
Vandalia, IL 62471  
Office: 283-1355

**Don Johnson**  
Richview, IL 62877  
Office: 249-8888

**Matt Markus**  
Aviston, IL 62216  
Cell: 973-9198

**Darren Hediger**  
Highland, IL 62249  
Cell: 779-8001

### SEPTIC TANK MANUFACTURERS & AERATION UNIT DEALERS

**Kohnen Concrete**  
Germantown, IL 62245  
Office: 523-4266

**Farm Feeds Construction**  
Aviston, IL 62216  
Office: 228-7702

### LICENSED PRIVATE SEWAGE PUMPERS

**Kramer Septic Service**  
Breese, IL 62230  
Office: 526-2561

**AAA Septic Tank Pumping**  
Carlyle, IL 62231  
Cell: 749-5057

### CERTIFIED PROFESSIONAL SOIL CLASSIFIERS

Quality Testing	803 W. State St., O'Fallon, IL 62269	Phone: 618-632-9900
Jerry Berning	2811 Brown St., Alton, IL 62002	Phone: 618-977-7481
Doug Gaines	8611 Wiesemann Rd., Worden, IL 62097	Phone: 618-459-8619
Scott Harding	9833 Lower Marine Rd., Marine, IL	Phone: 314-581-3553

Please check the Illinois Soil Classifiers Association web page,  
[www.illinoissoils.org/soilconsult.htm](http://www.illinoissoils.org/soilconsult.htm) to hire a soil classifier for private consulting.