

Hendricks County Health Department

Environmental Health

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Nursing

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Public Health
Prevent. Promote. Protect.

Septic Permit Process

Installation of an Onsite Wastewater Disposal System

1. Provide a soil evaluation report consisting of at least three soil boring descriptions of the soil within the proposed soil absorption field area from an Indiana Registered Soil Scientist (roster of Indiana Registered Soil Scientists is available at the Hendricks County Health Department).
2. Provide two copies of the site plan to scale or with dimensions.
3. Provide a copy of the floor plan showing all doors, windows, walls, and closets.
4. Complete a Hendricks County Onsite Wastewater Disposal System Permit Application and pay the appropriate permit fee.
5. The Hendricks County Health Department:
 - a. Reviews the plot plan (see Site Plan Review Checklist for requirements)
 - b. Performs an on-site evaluation (field must be staked or marked before the evaluation)
 - c. Issues the Onsite Wastewater Disposal System Permit if the plot plan is in compliance with 410 IAC 6-8.3.
6. The Health Department will notify the owner or owner's agent when their approved signed site plan and permit are ready for pick up. These documents must be kept on the job site while the installation and inspection are being performed.
7. Septic contractors must call the Hendricks County Health Department before making any in-field changes that are not reflected in the approved plans.
8. After installation and before covering, the septic contractor must notify the Hendricks County Health Department that the septic system is ready for inspection.
9. An inspection will be completed within two business days after notification that the system is ready for inspection.

Repair of a System

1. Provide two copies of a detailed drawing of the lot (to scale or with dimensions) with the proposed replacement or repair of the onsite sewage component.
2. Complete a Hendricks County Onsite Wastewater Disposal System Permit Application and pay the appropriate permit fee.
3. The Hendricks County Health Department:
 - a. Reviews the site plan.
 - b. Performs an on-site evaluation.
 - c. Issues the Onsite Wastewater Disposal System Permit if the plot plan is in compliance with 410 IAC 6-8.3.
4. Septic Contractors must pick up their copy of the permit at the Hendricks County Health Department to keep on the job site while work is being performed.
5. After installation and before covering, the septic contractor must notify the Hendricks County Health Department that the septic system is ready for inspection.
6. An inspection will be completed within two business days after notification that the system is ready for inspection.

Right-of-Way Permit

1. Hendricks County requires a Right-of-Way Permit for any excavation work to be done within the county road right-of-way prior to construction.
2. Apply for Right-of-Way Permit in the Hendricks County Engineer's Office.
3. Issuance of Right-of-Way Permit is required prior to septic permit approval.

Subsurface Drain Outlet Permission May Be Required

1. Hendricks County requires permission from the Hendricks County Surveyor's Office to outlet a tile into a county regulated drain.
2. Apply for a legal drain permit in the Hendricks County Surveyor's Office
3. Issuance of legal drain permit is required prior to septic permit approval.