



**JOHNSON COUNTY PUBLIC HEALTH**  
 855 S. Dubuque Street Suite 113, Iowa City, Iowa 52240  
 (319) 356-6040 www.johnsoncountyiowa.gov

**PERMIT  
NUMBER:**

PRIVATE SEWAGE DISPOSAL SYSTEM

**OPERATION PERMIT**

**APPLICATION/RENEWAL**

**Fee Due:  
\$35.00**

*An Operation Permit is required for private sewage disposal systems that incorporate the discharge of treated effluent in their design. **The non-transferable permit is valid for ONE YEAR & must be renewed annually on April 1<sup>st</sup>.***

**APPLICANT INFORMATION**

CONTACT PERSON:

PHONE:

MAILING ADDRESS:

SITE ADDRESS:

TOWNSHIP:

PARCEL #:

**SYSTEM INFORMATION**

TO BE COMPLETED BY PROPERTY OWNER

**System Type:**

- Sand Filter    Peat Filter    AdvanTex  
 Multi Flo    Other: \_\_\_\_\_

**Discharge Location:**

- Ground Surface  
 Field Tile    Surface Water

**Maintenance Contract Provider (if applicable):**

**Was the septic tank pumped within the last 3 years?**

- YES    NO

**Is the pump or dosing siphon properly functioning?**

- YES    NO    N/A

**Was the effluent filter cleaned within the last year?**

- YES    NO    N/A

**Are the alarm and control panel functioning properly?**

- YES    NO    N/A

**Are wet spots, septic odors, or leakages observed near the system?**

- YES    NO

**Does the system discharge water, or is there evidence of discharge?**

- YES    NO

**Additional Observations or Comments:**

**REQUIREMENTS**

All discharges from private sewage disposal systems which are discharged into, or have the potential to reach, any designated waters of the state or subsurface drainage tile shall be treated in a manner that will conform with the requirements of NPDES General Permit No. 4 issued by the Department of Natural Resources, as reference in 567—Chapter 64. Prior to the use of any system discharging to designated waters of the state or a subsurface drainage tile, a Notice of Intent to be covered by the NPDES General Permit No. 4 shall be submitted to the department. Systems covered by the NPDES General Permit No. 4 must meet all applicable requirements listed in the permit, including effluent sampling and monitoring. A copy of effluent sampling results shall be provided to Johnson County Public Health as an attachment to this application.

All private sewage disposal systems that discharge above the ground surface shall be annually inspected to ensure proper operation. Private sewage disposal systems that require a maintenance contract shall be inspected by a manufacturer's certified technician or person demonstrating knowledge of the system in accordance with the manufacturer's standards. Private sewage disposal systems that do not require a maintenance contract shall be visually inspected by a person with knowledge of the system for any malfunction and shall have the septic tank opened, inspected, and pumped if needed. A record of the inspection and any tank pumping shall be maintained and be made available to the administrative authority upon request.

***I certify that, to the best of my knowledge, the information submitted with this application is correct and I agree to adhere to requirements of the Johnson County Operation Permit.***

OWNER / APPLICANT SIGNATURE:

DATE:

APPROVED BY (REPRESENTING JOHNSON COUNTY PUBLIC HEALTH):

DATE:

TYPE OF PERMIT	FEE
<u>CONSTRUCTION PERMIT</u> : An application to construct a private sewage disposal system must be submitted to Johnson County Public Health and approved prior to construction of the system.	\$300.00
<u>PERMIT EXTENSION</u> : A permit shall expire one year from the issue date. A one time extension may be granted for no more than one year past the original permit expiration date.	\$50.00
<u>COMMERCIAL/INDUSTRIAL USE PERMIT</u> : A use permit is a renewable and revocable permit to operate and maintain a private sewage disposal system that serves a property or properties zoned for commercial or industrial use.	\$25.00 ANNUAL FEE DUE UPON RENEWAL APRIL 1ST
<p><b><u>OPERATION PERMIT</u>: An operation permit is a renewable and revocable permit to operate and maintain a private sewage disposal system that incorporates the discharge of treated effluent in its design.</b></p> <p><b>NOTE : THE STATE OF IOWA ALSO REQUIRES THAT ALL DISCHARGES FROM PRIVATE SEWAGE DISPOSAL SYSTEMS WHICH ARE DISCHARGED INTO, OR HAVE THE POTENTIAL TO REACH, ANY DESIGNATED WATERS OF THE STATE OR SUBSURFACE DRAINAGE TILE SHALL BE TREATED IN A MANNER THAT WILL CONFORM WITH THE REQUIREMENTS OF NPDES GENERAL PERMIT No. 4 ISSUED BY THE DEPARTMENT OF NATURAL RESOURCES, AS REFERENCE IN 567—CHAPTER 64. PRIOR TO THE USE OF ANY SYSTEM DISCHARGING TO DESIGNATED WATERS OF THE STATE OR A SUBSURFACE DRAINAGE TILE, A NOTICE OF INTENT TO BE COVERED BY THE NPDES GENERAL PERMIT No. 4 SHALL BE SUBMITTED TO THE DEPARTMENT. SYSTEMS COVERED BY THIS PERMIT MUST MEET ALL APPLICABLE REQUIREMENTS LISTED IN THE PERMIT, INCLUDING EFFLUENT SAMPLING AND MONITORING.</b></p>	<p><b>\$35.00</b> <b>ANNUAL FEE DUE</b> <b>UPON RENEWAL</b> <b>APRIL 1ST</b></p>
<u>PENALTY FEE FOR INSTALLATION WITHOUT A PERMIT</u> : It is the responsibility of the person who constructs or alters a private sewage disposal system to ensure that a permit has been issued prior to commencement of work. A penalty may be assessed to the person constructing or altering a private sewage disposal system before a permit has been issued.	DOUBLE APPLICATION FEE

PERMIT	FEE PAID
Construction Permit \$300.00	
Permit Extension \$50.00	
Commercial/ Industrial Use Permit \$25.00 due April 1st	
<b>Operation Permit \$35.00 due April 1st</b>	
Penalty Fee Double application fee	
<b>TOTAL PAID</b>	