

Obtain a Residential Individual Sewage Disposal System (ISDS) Permit on my Property?

First . . .

- 1. Make sure you have an assigned address from the Planning & Zoning Department
- 2. Obtain engineering for proposed system from Registered Professional Engineer

Go to . . .



Health & **Environment** Office

Then go to . . .



Parcel A

Septic Tank

Leachfield



- 3. Fill-out ISDS Permit Application
- 4. Take receipt from application. and obtain necessary deeds

5. Pulls up records where ISDS permit review has been started in computer system

6. Checks to determine if property is a legal parcel

Planning & Zoning

Reviews Info. . .

7. Planning and Zoning Department verifies info and enters data into computer







- 8. Health & Environment Office reviews all materials and determines that Planning & Zoning has completed sign-off
- 9. Issues valid ISDS permit for subject property after a field inspection and verification that all requirements are met