



## ADLM Counties Environmental Public Health

### *Securing a Permit*

➤ **Contact your local county Environmental Health Officer:**

**Appanoose and Davis Counties**

Stacie Price, EHO  
Office: 641-724-3511  
Cell: 641-777-7511

**Lucas, Monroe, and Appanoose Counties**

Cameron Willis, EHO  
Office: 641-724-3511  
Cell: 641-799-0331

➤ **Permit Fee: (*Fee due at time of issuance*)**

\$300 Bonded Contractor

\$300 Demolition (\$100 refundable if complete within time line)

\$150 Repair Permit (Replacement of Tank or Secondary Treatment/Outlet Relocation)

➤ **Visit the ADLM Counties Environmental Public Health Office, During Site Evaluation or Through a Time of Transfer Binding Agreement Waiver (TOT Permit):**

Office Hours:

Monday- Friday 8:30 a.m. - 4:00 p.m.

Contact Information:

12307 Hwy 5, Moravia, Iowa 52571

(641) 724-3511 or Fax (641) 724-3513

**Needed Information:**

Property Owner Name, E911 Address, mailing address, phone number; Installing Contractor

➤ **Permit**

**(a)** Applications: Any person, firm or corporation desiring a permit for private sewage disposal system, future installation or demolition within Appanoose, Davis, Lucas, and Monroe Counties must file with the ADLM Counties Environmental Public Health Agency. The application stating therein, owners name, location (E911 Address), mailing address, phone number, and installing contractor information. Upon approval and payment of fee the permit will be issued.

**(a1)** Time of Transfer Inspection Waiver/Binding Agreement for Future Installation 542-0064 (TOT Permit): Any person, firm or Realtor desiring a future installation/future inspection waiver or future demolition request within Appanoose, Davis, Lucas, and Monroe Counties must request via phone/fax/email five (5) business days prior to the closing date. The request must include the Buyer/Seller names, property address, and number of bedrooms and the closing date.

**Installation - \$300 Bonded Contractor**

**Inspection - \$150 (\$50 for Administrative costs, \$100- held for 90 days)**

**Demolition - \$300 (\$100 refundable if complete within time line)**

**(a2)** The Coves of Sundown Lake property owners will submit a structure review application with attached permit for Covenant and Architectural Approval.

**(a3)** Repair Permits will be evaluated on the oldest part of the permitted system, alternation of the original System design, Iowa Code requirements of Chapter 69, and EHO discretion.

**(b)** Validity: Permits shall have validity for a maximum of twelve (12) months from the time of issuance; during such time the private sewage disposal system shall be completed. Except when the effluent from a residents or building is a menace to public health, welfare and safety, then the new or repaired system shall be completed as per the Board of Health Order.

**(b1)** TOT Permit associated with a Time of Transfer Inspection Waiver Binding Agreement for **Future Inspections 542-0062** will be valid for 90 days from the date of issuance unless otherwise noted. In the event weather or other temporary physical conditions prevent the certified inspection from being conducted, the buyer shall execute to have a certified inspection of the private sewage disposal system conducted at the earliest practicable time and to be responsible for any required modifications to identified by the certified inspection. The permit and processing fee will be assessed at the time of issuing the Binding Agreement.

**(b2)** TOT Permit associated with a Time of Transfer Inspection Waiver Binding Agreement for **Future Installation 542-0064** will be valid for 90 days from the date of issuance unless otherwise noted. In the event all parties agree the existing private sewage disposal system will not pass a certified time of transfer inspection the buyer may forego the inspection and execute a binding agreement for future installation. The permit fee will be assessed at the time of issuing the Binding Agreement.

**(b3)** TOT Permit associated with a Time of Transfer Inspection Waiver Binding Agreement for **Future Demolition 542-0063** will be valid for 90 days from the date of issuance unless otherwise noted. The permit fee will be assessed at the time of issuing the Binding Agreement.

**(c)** Maintenance Contract for Peat moss bio filter systems, recirculating textile filter systems, or other approved maintenance systems will require a signed Maintenance Agreement provided by ADLM to ensure proper monitoring throughout the life of the system. Upon completion, the OEM manufacturing documents shall be provided to ADLM identifying a contract for proper monitoring and servicing of the entire treatment system between the owner and a certified technician for the life of the system; this contract will be filed annually with the ADLM Environmental Public Health office.

**(c)** Notification: Final inspections or testing will be requested at least one calendar day prior to completion.

**(d)** Inspections: This will include a site evaluation, ongoing inspections as deemed necessary by the EHO, and a final. No part of any private sewage disposal system shall be used, covered or so constructed as to deny the mandatory final inspection by ADLM Environmental Health personnel.