

Linn County Public Health

1020 6th Street SE
Cedar Rapids, IA 52401-3700
Ph: (319) 892-6000 Fax: (319) 892-6099
www.linncounty.org/health



SEPTIC PERMIT PROCESS

1. **SUBMIT A COMPLETED SEPTIC APPLICATION**

- a. Make sure that ALL information is filled out
- b. Must include drawing of the site
- c. Must include completed percolation test (unless not required per Environmental Health Specialist)
- d. First page must be signed by Certified Septic Contractor or property owner.
- e. Percolation test must be performed and signed by Certified Septic Contractor
- f. Application fee must be paid at time of submittal

If any items are not completed, application will not be accepted.

2. **ADDRESS MUST BE ASSIGNED PRIOR TO SITE VISIT**

3. **ALLOW UP TO 2 WEEKS FOR THE ENVIRONMENTAL HEALTH SPECIALIST TO CONDUCT A SITE VISIT.**

3. **PERMIT WILL BE MAILED TO THE MAILING ADDRESS LISTED ON THE SEPTIC APPLICATION.**

4. **THE CERTIFIED SEPTIC CONTRACTOR MUST CALL 24 HOURS IN ADVANCE TO SCHEDULE A FINAL INSPECTION AND THE SYSTEM MUST BE LEFT COMPLETELY UNCOVERED UNTIL THE INSPECTION IS COMPLETED**

5. **A COPY OF THE SEPTIC SYSTEM COMPLETION REPORT (DRAWING) AS WELL AS PHOTOS OF THE INSTALLED SYSTEM WILL BE SENT TO THE MAILING ADDRESS LISTED ON THE SEPTIC APPLICATION.**