



OFFICE OF: PUBLIC HEALTH DEPARTMENT  
(712) 328-4666

**APPLICATION FOR CONSTRUCTION/REPAIR OF PRIVATE ONSITE  
WASTEWATER TREATMENT AND DISPOSAL SYSTEM**

Location: \_\_\_\_\_

Legal description: \_\_\_\_\_ Parcel #: \_\_\_\_\_

Owner: \_\_\_\_\_  
Name Address City State Zip

Installer: \_\_\_\_\_  
Name Address City State Zip

Installer is licensed by the City Building Division as a Utility or Plumbing Contractor: Yes \_\_\_ No \_\_\_

Type of building served: Residential Dwelling \_\_\_\_\_ Number of Bedrooms \_\_\_\_\_  
Other \_\_\_\_\_ (Engineer must design a non-residential building)

Distance to nearest public sewer: \_\_\_\_\_ Water supply \_\_\_\_\_

Private well: \_\_\_\_\_ Lot size: \_\_\_\_\_ X \_\_\_\_\_

Septic Tank: Inside Dimensions (L) \_\_\_\_\_ (W) \_\_\_\_\_ (D) \_\_\_\_\_

Septic Tank: Holding Capacity (Volume) \_\_\_\_\_ gallons

(Presence of garbage disposal, water softener, whirlpool, etc. requires 250 gallons added to tank capacity.)

Manufacturer \_\_\_\_\_ Material \_\_\_\_\_ Wall Thickness \_\_\_\_\_

Absorption Field: Type of lateral tile \_\_\_\_\_ Number of Laterals \_\_\_\_\_

(Laterals must be of equal length) Length of Laterals \_\_\_\_\_

Depth of Lateral Trenches (Cannot exceed 36") \_\_\_\_\_

Total lineal feet of absorption trench \_\_\_\_\_ Size of washed gravel (3/4" - 2 1/2") \_\_\_\_\_

Depth of gravel under the lateral pipes \_\_\_\_\_

Percolation test results: Hole #1 \_\_\_\_\_ Hole #2 \_\_\_\_\_ Hole #3 \_\_\_\_\_

Average \_\_\_\_\_

Draw a scale diagram on an attached sheet showing: (1) lot lines, (2) structures, (3) surface drives and walks, (4) tank and distribution box location, (5) absorption field, including all measurements of trench depth, width, length, separation between trenches, etc., (6) all wells within 200', (7) percolation tests.

I hereby certify that the proposed onsite wastewater treatment and disposal system will be installed in compliance with IAC567 – Chapter 69.

Signature \_\_\_\_\_

Title \_\_\_\_\_

Enclose \$100.00 application/inspection fee.

**NO PORTION OF THE SYSTEM MAY BE BACKFILLED OR COVERED WITHOUT AN ONSITE INSPECTION TO VERIFY COMPLIANCE.**

Approve by Health Authority: \_\_\_\_\_ Date: \_\_\_\_\_

CITY OF COUNCIL BLUFFS, IOWA · 209 PEARL STREET 51503-4270  
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**APPLICATION PROCESS FOR CONSTRUCTION/REPAIR OF A PRIVATE ONSITE  
WASTEWATER TREATMENT AND DISPOSAL SYSTEM**

1. An installation/repair application and a scale diagram must be submitted on forms provided by the city.
  - The application information must include location of water supplies, water supply piping, existing sewage disposal facilities, buildings and dwellings, and adjacent lot lines. Distances must be included.
  - The application must include a drawing of the proposed system to be constructed, altered, or extended.
  - The application must include the number and type of plumbing fixtures to be installed in the building and must specify whether a kitchen garbage disposal, water softener, whirlpool, or similar high volume water use fixtures will be present in the building.
  - The application must include the number of bedrooms in the dwelling and the number of people to be served by the facility if the structure is not a dwelling.
  - The application must include the results of the percolation tests and 6 ft. deep bore hole test.
  - \$100.00 application fee must be paid at the time of initial application before a permit can be issued.
2. Percolation tests and the 6ft. deep bore hole must be performed by a licensed engineer and test results must be on file at the Health Dept.
3. A site evaluation shall be conducted once all application information has been provided prior to issuance of a septic installation/repair permit.
4. The septic system installer must be approved by the Council Bluffs Building Division (328-4625) as a city Licensed Utility Contractor or Plumbing Contractor.
5. A private onsite wastewater treatment and disposal system is not permitted to be installed, repaired, or rehabilitated if the structure or dwelling to be served by the system is within 200' by gravity flow of the public sewer system.
6. The only secondary treatment system (portion of the system beyond the septic tank) that the city will permit without requiring a licensed engineer to design the system is a subsurface absorption system defined under IAC567 - Chapter 69.6(1)(2)+(3). All other systems (i.e. absorption beds, mound systems, etc.) must be designed by a licensed engineer.
7. No alternative systems will be permitted unless a limiting factor (confining layer, site limitations, etc.) prevents the installation of a subsurface absorption system which fully complies with 69.6(1)(2) + (3).
8. Any private onsite wastewater treatment and disposal system serving a building which is not a residential dwelling must be designed by a licensed engineer.
9. If an existing private onsite wastewater treatment and disposal system suffers a failure or no longer can comply with IAC567 - Chapter 69 effluent discharge requirements and the building served by the septic system is within 200 ft. by gravity flow of the public sewer system, the building is required to connect to the public sewer system within a time frame set by the administrative authority.
10. No portion of the system may be backfilled without an onsite inspection to verify compliance.