

ON-LOT SEWAGE PERMIT PROCESS

INTRODUCTION

A sewage permit is required of persons intending to install, replace, repair, or alter an on-lot sewage disposal system. Adding additional bedrooms to an existing dwelling or increasing the sewage flow for commercial, industrial, or institutional facilities may also require modifications to a septic system, thus requiring a permit. Application for a permit may be made by the property owner or a duly authorized agent.

PROCEDURE

A. Application is filed in the Lebanon County Planning Department, Room 206, Municipal Building, 400 South 8th Street, Lebanon, PA 17042. (Telephone 717-228-4444). Office hours are 8:30 a.m. to 4:30 p.m., Monday through Friday.

B. Fee is paid in the appropriate amount:

1. \$ 500.00 – New permit (new system-vacant property); or
2. \$ 400.00 – Major repair permit (new system as a repair); or
3. \$ 250.00 – Minor repair permit (replace or add septic tank or dose tank); or
4. \$ 100.00 – Minor repair/Modification Permit (replace or add inspection port, baffles inside tank, effluent filter, tank access manhole extension to grade, pump building sewer, conveyance pipe, etc.); or
5. \$ 250.00 – Renewal permit
6. \$ 150.00 – Supplemental review/inspection fee (when applicable) for elevated sand mound or pressure dose system
7. \$ 200.00 – Supplemental review/inspection fee (when applicable)
For drip irrigation, IRSIS, experimental

C. Permit Types

1. If application is for a New or Major Repair Permit, the applicant shall contact a Sewage System Design Consultant (list at end) to arrange for the following:
 - a. Soil probe test(s) – excavated 36” wide and 84” deep (or to the top of a limiting zone, if less, or 40” if IRSIS), with ramp on one end to facilitate inspection access. The probe shall be within 10’ of the proposed absorption area or IRSIS spray field, but not within the designated area. If acceptable, the Consultant will proceed to step b. If IRSIS, proceed to step c.
 - b. Percolation test – 6 (or more) holes, 6” in diameter, at the appropriate depth (12” to 36”), as determined by the Sewage Enforcement Officer and the Consultant, taking into consideration the limiting zone(s) and soil type. If acceptable, the consultant will proceed to step c.

*** NOTE:** PA law requires that all probe and percolation test holes must be covered within 5 days of completion of the tests!!

- c. Sewage disposal system design – showing detailed plans and specifications as required by the Sewage Enforcement Officer and the PA Department of Environmental Protection.

*** NOTE:** Approval of a Sewage Facilities Planning Module must precede permit issuance for building lots created after May 15, 1972.

- 2. If application is for a Minor Repair Permit, the applicant shall contact a septic system installer or design consultant for advice and submit a sketch to the Sewage Enforcement Officer indicating the proposal.
- 3. If application is for a Renewal Permit, the applicant shall submit the expired permit to the Sewage Enforcement Officer for review.

D. Upon submission of a complete application, containing all of the required information, the Sewage Enforcement Officer will process a permit within 7 days.

REMINDERS

- A. Supply all necessary test results and information to the Sewage Enforcement Officer. Failure to do so may delay your permit and result in charges in excess of the standard fee.
- B. Your permit is valid for 3 years from the date of issuance.
- C. Engage a competent, reputable installer to install your sewage disposal system.
- D. Do not cover any portion of the sewage disposal system without written authorization of the Sewage Enforcement Officer.
- E. Granting a permit certifies that the design meets the State and Local standards. It does not guarantee that the septic system will not malfunction, nor does it release the applicant from responsibility for the system, and applicable health laws, ordinances, and regulations.

**ACTIVE SOILS TESTING/
SEWAGE SYSTEM DESIGN CONSULTANTS**

Fisher Municipal Consulting
332 Knights Bridge Way
Lititz, PA 170543
(717) 203-4838

David Horvat
495 Sheephill Road
Newmanstown, PA 17073
(717) 949-3546

Scott Houser
484 E. Maple Street
Annville, PA 17003
(717) 813-6379

Larson Design Group
9533 Old 22
Bethel, PA 19507
(717) 933-5530

Light-Heigel & Associates
430 East Main Street
Palmyra, PA 17078
(717) 838-1351

David Lockard
1956 Milton Grove Road
Mt. Joy, PA 17552
(717) 653-1008

Matthew & Hockley Assoc.
340 South Eighth Street
Lebanon, PA 17042
(717) 272-3028

Brian S. McFeaters
664 Bricker Lane
Annville, PA 17003
(717) 813-6492

Amos Miller
P. O. Box 156
Penryn, PA 17564
(717) 371-5912

Nelson Ziegler
8556 Devonshire Height
Hummelstown, PA 17036
(717) 534-9081

Revised 4/14/14