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|  G:\Logo's\Health Department Logo.jpg | **3446 S. Business Hwy 71****PO Box 366****Pineville, Mo 64856****417-223-4351****417-223-4109 fax****www.mcdonaldcountyhealth.com** |

The following steps are necessary for obtaining a permit under the *McDonald County Wastewater Treatment Systems Ordinance #7.02.*

**Step 1:** You will need to contact a soil evaluator so that you can obtain a ‘complete site evaluation.’ Based on the soils you have, the trench depth and location of the system can be determined. Sizing of the lateral field is biased upon the number of bedrooms in the home along with the ‘loading rate’ of your specific soil.

**Step 2:** You will need to contact an installer that is state/county registered

**Step 3:** Submit **fully completed** ‘Permit Application’ (PART ONE). The original paperwork is required. A blank ‘Permit Application’ is provided in this packet.

Also submit the following to the Newton County Health Department:

1. Complete Site Evaluation Report from the soil scientist
2. Installers proposed drawing on the back of the ‘Permit Application’ (PART ONE) See page 6 for a list of details required
3. Proper Fee for ‘Permit to Install’
	* 1. Single Family Dwelling = $105.00
		2. Non-Single Family Dwelling = $140
		3. ‘Permit to Repair’ = $25

**Note:** ‘Repair Permit’ is only good for setting a new tank or repairing a small section of solid line. Any work done to the lateral field is considering a new system installation.

**Step 4:** McDonald County Health department will review the application within five- (5) working days from the ‘**completed’** application is submitted to determine the application meets the least minimum standards set forth in the McDonald County Wastewater Treatment Systems Ordinance #3.09.

**Step 5:** The McDonald County Health Department will conduct a ‘*pre-site’* inspection of the property within five- (5) working days after receiving the completed permit application before issuing a permit number application before issuing a permit number.

Once approved, a permit number will be issued and construction may begin at that time.

**Step 6:** The installer must notify the health department twenty-four (24) hours before completion of the system so a representative from the health department can evaluate the completed system.

**Note:** Landowner is able to install their own septic system with the correct permitting through McDonald County Health Department

**Step 7:** The installer must submit an *“as installed”* or *“as repaired”* drawing the health department before the “Permit to Use” (PART TWO) is issued

If you have any questions concerning this procedure, please contact the environmental staff of the McDonald County Health Department at 417-223-4351

**Office Hours are Monday through Thursday from 7:30 am until 5:30 pm.**