
APPLICATION FOR PROPERTY ALTERATION/ADDITION

FOR INTERNAL USE ONLY

INCORP# _____

PERMIT # _____ DATE RECEIVED: _____

PROPERTY INFORMATION:

P.I.N. _____

Address, City, Zip _____

Subdivision-Lot # _____

Township _____

APPLICANT INFORMATION:

Name _____

Address, City, Zip _____

Phone _____

E-mail _____

PROPERTY OWNER'S MAILING ADDRESS:

Name _____

Address, City, Zip _____

Phone _____

E-mail _____

PROPOSED ALTERATIONS:

APPLICATION INSTRUCTIONS

On properties serviced by an On-Site Wastewater Disposal system or private water well, construction should not be undertaken without the prior written approval from the Lake County Health Department and the governing building department.

Lake County Health Department staff will review your property alteration request, in conjunction with other applicable County Departments as applicable, when the following information is submitted along with this completed request form and the appropriate fee:

1. Submit **THREE COPIES** of a plat of survey or scaled lot drawing, showing all **existing** building structures, water wells, driveways, parking areas, etc. located on the property, as well as all components of the septic system. A file drawing of the existing septic system **or** a scale drawing of the existing septic system by a Lake County licensed septic installer/designer or a Licensed Environmental Health Practitioner (LEHP) are acceptable.
2. Submit **THREE COPIES** of architectural floor plans of the house, existing and proposed, if applicable. **NOTE: A change in the total number of bedrooms or bathrooms may require a modification or replacement of the septic system to meet current code requirements. A soil evaluation may be required.**
3. If the proposed property alteration extends beyond the present foundation footprint, the proposed addition must be shown on the required scale drawing.
4. Appropriate fees per the Lake County Health Department & Community Health Center Environmental Health Fees Schedule, and other County Department fees, as applicable.

Only when the required information has been fully and accurately submitted can this department determine if your existing property meets the applicable requirements, and grant approval for your property alteration request.