



## County of Door LAND USE SERVICES: SANITARIAN

County Government Center  
421 Nebraska Street  
Sturgeon Bay, WI 54235

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County Sanitarian  
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### APPLYING FOR A SANITARY PERMIT

1. Contact a certified soil tester and have a soil evaluation performed on your property. This evaluation will determine the type of system suitable for your property.
2. Contract with a system installer or designer. This person will design the system plans for you and submit them to the appropriate agency for approval. Non-pressurized in-ground systems (a/k/a conventional systems) and holding tanks can be approved at the county level. All other types of systems must be approved at one of the state plan review offices of the Dept. of Safety & Professional Services.
3. If it has been determined that a holding tank is the only alternative for your property, our department (and state code) requires that the property owner sign a service contract with a commercial hauler for the disposal of the holding tank waste. Blank service contracts may be obtained from our office, your system installer or the system designer. The signed service contract must be provided to our office prior to the issuance of your sanitary permit.
4. Once our office has verified the soil test and/or plans received from the state (after their approval), your installer may then make application for the sanitary permit. The fees are as follows for systems with wastewater loadings less than 3,000 gallons per day:

Non-pressurized in-ground	\$350	Mound/In-ground pressure	\$425
At-grade	\$425	Holding tank	\$475
Sand filter	\$575	ATU/Sand Filter	\$575
Non-plumbing system	\$225	Reconnection	\$125
Replacement of tank only	\$225	Repair	\$ 90

For systems exceeding 3,000 gallons per day, the fees will be higher. You will need to check with your system installer to see whether he will submit the appropriate fee to our office along with the permit application or whether it will be your responsibility to pay the fee directly to us.

5. After the sanitary application has been submitted to our office, a representative of this department will make a final review of the application and the sanitary permit will be issued within a few days, if all is in order.

### **Suggestions to Consider Before Applying for a Sanitary Permit**

- Before contacting a soil tester, know where you wish to build your house on the lot (if it is a vacant lot). The size of the house will be important also. There are setbacks that must be maintained from a well, lot lines and the house to the disposal system.**