



JUNEAU COUNTY ZONING & SANITATION DEPARTMENT

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Administrator

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650 Prairie Street
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RURAL BUILDING **BEGINNING PROCEDURES FOR SANITARY AND BUILDING PERMITS**

1. Sanitary Permit first. Requires:
 - Approved Soil Description Report Form by a Certified Soil Tester
 - Plumbing Plan for Septic System and Sanitary Permit Application
 - (SBD-6398) submitted by a Licensed Plumber
 - Obtain Sanitary Permit from County
2. Applicable County or Township Land Use/Building Permit. Requires:
 - Copy of Sanitary Permit
 - Plot Plan
 - Obtain Land Use or Building Permit from Township or County Zoning office, if applicable
3. County Building Permit Required If:
 - Within 1,000 feet of a lake, pond, or flowage
 - Within 300 feet of a river or stream
 - Within a Floodplain – County & FEMA Floodplain Regulations must be complied with
4. Sanitary Permit Required When:
 - Building a new home
 - Replacing a home (i.e. removing existing home off site and replacing with a new home or replacing a home that has been destroyed.)
 - Connecting a home to an existing septic system
 - The addition of bedrooms or addition that equals or exceeds 25% of the existing area or other qualified addition.

SANITARY PERMIT

1. Contact a certified soil tester. Be prepared to show them your lot lines and about where you would like your house.

The soil tester will proceed with the soil borings to check for any limiting factors such as bedrock, high groundwater, or other restrictions.

Upon completion of the site and soil evaluation the soil tester will discuss your options and submit a detailed report.

2. Now you have your soil test completed and you know your alternatives. Therefore, it is time to see a plumber. The plumber will review your soil test, design a septic system based on the soil test and apply to the County for a sanitary permit for your land. Upon County and State approvals, your sanitary permit can be issued.

LAND-USE OR BUILDING PERMIT

1. Apply to the Township or County (if applicable)